

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**  
January 21, 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, January 21, 2025 attachment

*Recommendation: That Council approve the agenda for the regular meeting of January 21, 2025 as presented.*

**3 APPROVAL OF MINUTES**

3.1 Regular meeting minutes, January 7, 2025 attachment

*Recommendation: That Council approve the minutes of the January 7, 2025 Regular Council meeting as presented.*

3.2 Committee of the Whole meeting minutes, January 14, 2025 attachment

*Recommendation: That Council approve the minutes of the January 14, 2025 Committee of the Whole meeting as presented.*

**4 DELEGATIONS**

4.1 Dave Argument, Parks Canada – Wildfire Risk Reduction

*Recommendation: That Council receive the presentation for information.*

**5 CORRESPONDENCE**

**6 NEW BUSINESS**

6.1 Supplementary Assessment of Improvements and Supplementary Tax Bylaws attachment

*Recommendation: That Council read for the third time, Bylaw #264, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the supplementary assessment of improvements for the taxation year 2025.*

*That Council read for the third time, Bylaw #265, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the imposition of a supplementary tax for the taxation year 2025.*

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6.2 Utilities Fees Levy and Collection Bylaw 2025 attachment

*Recommendation: That Council read for the third time, Bylaw #266, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2025.*

6.3 Jasper Recovery Coordination Centre Progress Update attachment

*Recommendation: That Council receive the report for information.*

6.4 [2025 Alberta Tourism Advocacy Summit](#) verbal

*Recommendation: That Council approve the attendance of any Councillor who wishes to attend the 2025 Alberta Tourism Advocacy Summit February 9-11, 2024 in Edmonton.*

6.5 Rewrite of B-109 Fiscal Controls & Financial Reporting Policy attachment

*Recommendation: That Council adopt the revised Policy B-109 – Fiscal Controls and Financial Reporting as presented.*

6.6 Development of Recovery Strategic Priorities

*Recommendation: That Council approve the addition of a new focus area, Wildfire Recovery, to the 2022-2026 Strategic Priorities.*

6.7 Property Tax Penalty Receivable Write-Off Request

*Recommendation: That Council approve the write off of Property Tax receivable Penalty for Roll 006841 (Café within Parks Canada Admin Building) for penalties incurred in 2022, 2023 and 2024 in the amount of \$2,866.40.*

6.8 2024 Property Tax Penalty Posting

*Recommendations: That Council direct Administration to adjust the property tax penalty to 15% (from 18%) for one year only, being the 2024 tax year.*

*That Council direct Administration; in respect to tax payers who are in arrears for the 2024 tax year and who enroll in the preauthorization plan by Feb 15, 2025, to impose no penalties on such arrears so long as arrears and 2024 taxes are fully paid by December 31, 2025.*

*That Council direct Administration to adjust the property tax penalty posting date to March 1st (from January 1st) for one year only, being the posting of penalties for the 2024 year.*

**7 NOTICES OF MOTION**

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**

January 21, 2025 | 1:30 pm

Jasper Library & Cultural Centre – Quorum Room

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

**8 COUNCILLOR REPORTS**

**9 UPCOMING EVENTS**

[Jasper in January](#) – January 10-26

[Jasper Park Chamber of Commerce Work-Sharing Webinar](#) – 10am, January 22

[Jasper Employment & Education Centre Job Fair](#) – 3-5pm, January 23

[Jasper Recovery Virtual Information Sessions & Open Houses](#) – January 23 & January 25

[2025 Tourism Advocacy Summit](#) – February 9-11, JW Marriot Edmonton ICE District

[Federation of Canadian Municipalities Annual Conference & Tradeshow](#) – May 29 to June 1, Ottawa

**10 ADJOURNMENT**

*Recommendation: That, there being no further business, the regular meeting of January 21, 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, January 7, 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, Councillors Kathleen Waxer, Helen Kelleher-Empy, Ralph Melnyk, Scott Wilson and Wendy Hall.		
Absent	Councillor Rico Damota		
Also present	Bill Given, Chief Administrative Officer Natasha Malenchak, Director of Finance & Administration Michael Fark, Director of Recovery Emma Acorn, Legislative Services Coordinator Peter Shokeir, The Fitzhugh 15 observers		
Call to order	Mayor Ireland called the January 7, 2025 Regular Council meeting to order at 1:30pm.		
Additions or deletions to agenda #1/25	MOTION by Councillor Wilson – BE IT RESOLVED that Council add the following item to the January 7, 2025 Regular Council meeting agenda: <ul style="list-style-type: none"> <li>• 9.2 In-camera – Land &amp; Legal matter</li> </ul>		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of agenda #2/25	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the agenda for the January 7, 2025 Regular Council meeting as amended: <ul style="list-style-type: none"> <li>• Add 9.2 In-camera – Land &amp; Legal matter</li> </ul>		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Regular minutes #3/25	Councillor Melnyk noted a correction was needed in the Councillor reports section regarding the Mayor’s attendance at events on December 6, 2024. Mayor Ireland attended the Jasper Volunteer Fire Brigade Christmas Party, but not the Jasper Park Chamber of Commerce Christmas Party that evening.		
	MOTION by Councillor Kelleher-Empy – BE IT RESOLVED that Council approve the minutes of the December 17, 2024 Regular Council meeting as amended.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Delegations	None		
Correspondence	None		
Supplementary Assessment of Improvements and Supplementary Tax Bylaws #4/25	MOTION by Councillor Waxer – BE IT RESOLVED that Council read for the first time, Bylaw #264, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the supplementary assessment of improvements for the taxation year 2025.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
#5/25	MOTION by Councillor Melnyk – BE IT RESOLVED that Council read for the second time, Bylaw #264, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the supplementary assessment of improvements for the taxation year 2025.		

	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
#6/25	MOTION by Councillor Waxer – BE IT RESOLVED that Council read for the first time, Bylaw #265, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the imposition of a supplementary tax for the taxation year 2025.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
#7/25	MOTION by Councillor Wilson – BE IT RESOLVED that Council read for the second time, Bylaw #265, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the imposition of a supplementary tax for the taxation year 2025.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Utilities Fees Levy and Collection Bylaw 2024	Mr. Given and Natasha Malenchak, Director of Finance & Administration, reviewed the Utilities Fees Levy and Collection Bylaw and gave a recap of budget discussions held this past fall.		
#8/25	MOTION by Councillor Wilson – BE IT RESOLVED that Council read for the first time, Bylaw #266, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2025.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
#9/25	MOTION by Councillor Waxer – BE IT RESOLVED that Council read for the second time, Bylaw #266, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2025.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Jasper Recovery Coordination Centre Progress Update	Council received a Jasper Recovery Coordination Centre (JRCC) progress update from Director of Recovery Michael Fark. Highlights include information on interim housing; debris management; social recovery; communications; and more. The update is included in the agenda package.		
#10/25	MOTION by Councillor Hall – BE IT RESOLVED that Council receive the Jasper Recovery Coordination Centre progress update for information.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Notices of Motion	none		
Councillor Reports	none		
Upcoming events	Council received a list of upcoming events for information.		
Move In-camera #11/25	MOTION by Councillor Wilson to move in-camera at 2:32pm to discuss agenda item: <ul style="list-style-type: none"> <li>• 9.2 In-camera – Land &amp; Legal matter FOIP s.24(1)(a)</li> </ul>		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED

Mr. Given and Mr. Fark also attended the in-camera session.

Move out of  
camera  
#12/25

MOTION by Councillor Hall to move out of camera at 4:25pm.

FOR  
6 Councillors

AGAINST  
0 Councillors

CARRIED

Adjournment  
#13/25

MOTION by Councillor Hall – BE IT RESOLVED that, there being no further business, the Regular Council meeting of January 7, 2025 be adjourned at 4:25pm.

FOR  
6 Councillors

AGAINST  
0 Councillors

CARRIED

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Mayor

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Chief Administrative Officer

Municipality of Jasper  
**Committee of the Whole Meeting Minutes**  
Tuesday, January 14, 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 and participation during Council meetings is through Zoom livestreaming and in person attendance.
Present	Mayor Richard Ireland, Deputy Mayor Kathleen Waxer, Councillors Helen Kelleher-Empy, Wendy Hall, Ralph Melnyk, Rico Damota and Scott Wilson
Absent	none
Also present	Bill Given, Chief Administrative Officer Natasha Malenchak, Director of Finance & Administration Bernd Manz, Interim Director of Operations & Utilities Emma Acorn, Legislative Services Coordinator Ryan Verge & Lois-Ryan-Ottley, Recovery Alberta Peter Shokeir, The Fitzhugh Jacqui Sundquist, CBC Edmonton Bob Covey, The Jasper Local 11 observers
Call to Order	Deputy Mayor Waxer called the January 14, 2025 Committee of the Whole meeting to order at 9:30am and began with a <a href="#">Traditional Land Acknowledgement</a> .
Approval of agenda #14/25	MOTION by Councillor Damota that Committee approve the agenda for the January 14, 2025 Committee of the Whole meeting as amended: <ul style="list-style-type: none"><li>• Add 7.7 Verbal Update on Jasper Business Recovery Program</li><li>• Add 11.2 In-camera - Third party confidence</li><li>• Add 11.3 In-camera - Intergovernmental matter</li></ul>
	FOR 7 Councillors      AGAINST 0 Councillors      CARRIED
Business arising from December 10, 2024 minutes	none
Delegations – Recovery Alberta	Committee received a presentation from Ryan Verge and Lois-Ryan-Ottley of Recovery Alberta regarding the work of the organization following the 2024 Jasper Wildfire Complex. Mr. Verge brought two information handouts which are attached to the meeting minutes.
#15/25	MOTION by Councillor Hall that Committee receive the presentation from Recovery Alberta for information.
	FOR      AGAINST

	7 Councillors	0 Councillors	CARRIED
Correspondence	none		
Rewrite of B-109 Fiscal Controls and Financial Reporting Policy #16/25	<p>Committee received a draft rewrite of B-109 Fiscal Controls and Financial Reporting Policy. CAO Bill Given reviewed the changes proposed since the October 1, 2024 meeting and discussed potential edits.</p> <p>MOTION by Mayor Ireland that Committee recommend Council approve the rewrite of Policy B-109 – Fiscal Controls and Financial Reporting with amendments as discussed at the January 14, 2025 Committee of the Whole meeting to articles 4.1 and 5.4.</p>		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Traffic Bylaw Safety Considerations: Wildfire Impacted Sidewalks #17/25	<p>Committee received a report from Interim Director of Operations &amp; Utilities Bernd Manz regarding alternate service level approaches to address snow and ice removal on sidewalks in front of properties affected by the 2024 Jasper Wildfire Complex.</p> <p>MOTION by Councillor Melnyk that Committee receive the report for information.</p>		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Development of Recovery Strategic Priorities #18/25	<p>Mr. Given reviewed a request for decision regarding Council’s Strategic Priorities following the 2024 Jasper Wildfire Complex and subsequent recovery and rebuild.</p> <p>MOTION by Councillor Wilson that Committee recommend Council approve the addition of a new focus area, Wildfire Recovery, to the 2022-2026 Strategic Priorities; and</p> <p>That Committee direct Administration to develop draft Wildfire Recovery Strategic Priorities, leveraging existing guidance documents and previous public engagement processes, and return to a future Committee of the Whole meeting.</p>		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Recess	Deputy Mayor Waxer called a recess from 10:49am to 11:00am.		
Property Tax Penalty Receivable Write-Off Request #19/25	<p>Committee received a request for decision from administration regarding potential write-offs which need to be addressed before the upcoming annual audit. Director of Finance &amp; Administration Natasha Malenchak reviewed details and answered Committee questions.</p> <p>MOTION by Councillor Melnyk that Committee recommend Council approve the write off of Property Tax receivable Penalty for Roll 006841 (Café within Parks Canada Admin Building) for penalties incurred in 2022, 2023 and 2024 in the amount of \$2,866.40.</p>		
	FOR	AGAINST	



	7 Councillors	0 Councillors	CARRIED
Property Tax Receivable Write- Off Request – Provincial Building #20/25	Committee discussed another property tax receivable write-off request for the Provincial Building which has been a reoccurring issue in the past few years. Mr. Given and Ms. Malenchak reviewed options with Committee.		
	MOTION by Councillor Wilson that Committee recommend Council approve the write-off of Property Tax receivable for Roll 500000 (Provincial Building) for half of the amount levied in the amount of \$35,136.62.		
	FOR 3 Councillors (Wilson, Damota, Kelleher-Empey)	AGAINST 4 Councillors	DEFEATED
#21/25	MOTION by Mayor Ireland that Committee recommend Council direct Administration to keep the amount set as a Property Tax receivable in the amount of \$35,136.62 and return the matter to a future Committee of the Whole meeting in early March 2025.		
	FOR 6 Councillors	AGAINST 1 Councillor (Wilson)	CARRIED
2024 Property Tax Penalty Posting	Ms. Malenchak and Mr. Given presented Committee with recommendations and alternatives for approaching tax penalties considering the challenges being experienced by residents and business owners affected by the 2024 Jasper Wildfire Complex.		
#22/25	MOTION by Mayor Ireland that Committee recommend Council direct Administration to adjust the property tax penalty to 15% (from 18%) for one year only, being the 2024 tax year.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
#23/25	MOTION by Mayor Ireland that Committee recommend Council direct Administration; in respect to tax payers who are in arrears for the 2024 tax year and who enroll in the preauthorization plan by Feb 15, 2025, to impose no penalties on such arrears so long as arrears and 2024 taxes are fully paid by December 31, 2025.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
#24/25	MOTION by Mayor Ireland that Committee recommend Council direct Administration to adjust the property tax penalty posting date to March 1st (from January 1st) for one year only, being the posting of penalties for the 2024 year.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED

Recess	Deputy Mayor Waxer called a recess from 12:20pm to 1:15pm.		
Verbal Update on Jasper Business Recovery Program	Councillor Melnyk gave a verbal update on the <a href="#">Jasper Business Recovery Program</a> being administrated by Community Futures West Yellowhead (CFWY) with funds provided by partner PrairiesCan. Businesses are encouraged to go to CFWY's website as applications for the program are open until February 28, 2025.		
#25/25	MOTION by Councillor Kelleher-Empy that Committee receive the verbal report for information.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Motion Action List	Administration reviewed the Motion Action List.		
#26/25	MOTION by Councillor Wilson that Committee approve the updated Motion Action List with the removal of the following item: <ul style="list-style-type: none"> <li>• B-109 Fiscal Controls and Financial Reporting Policy</li> <li>• Traffic Safety Bylaw Considerations</li> <li>• 2025 Budget</li> <li>• Wildfire Recovery Community &amp; Economic Development Policy</li> </ul> <p style="margin-left: 40px;">And date changes for the following items:</p> <ul style="list-style-type: none"> <li>• Parcel CH Access Road &amp; Spruce Avenue Development Tender Award</li> <li>• Council Remuneration Review</li> </ul>		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Councillor upcoming meetings	<p>Mayor Ireland will be speaking at Jasper Art Guild's Buzzfest this coming Friday at 6pm.</p> <p>Councillor Melnyk will be attending a Jasper Yellowhead Historical Society Board meeting tomorrow.</p> <p>Councillors Melnyk and Damota will be attending a Community Futures West Yellowhead meeting next week.</p> <p>Councillors Melnyk, Waxer and Hall attended a meeting of the Recovery Advisory Committee yesterday.</p> <p>Both Councillor Waxer and Councillor Hall attended Community Conversations this past week.</p> <p>Councillor Hall will be attending a Municipality of Jasper Library Board meeting this evening.</p>		
Upcoming Events	Council reviewed a list of upcoming events.		

Move In-camera  
#27/25

MOTION by Councillor Kelleher-Empy to move in-camera at 1:33pm to discuss agenda items:

- 11.1 Tax Arrears Update FOIP s.16(2), 17(1)
- 11.2 Third party confidence FOIP s.16(1)(b)
- 11.3 Intergovernmental matter FOIP s.21(1)(a)

FOR

AGAINST

7 Councillors

0 Councillors

CARRIED

Mr. Given and Ms. Malenchak also attended the in-camera session.  
Councillor Melnyk left the meeting at 3:00pm.

Move out of  
camera  
#28/25

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

FOR

AGAINST

6 Councillors

0 Councillors

CARRIED

Adjournment  
#29/25

MOTION by Councillor Kelleher-Empy that, there being no further business, the Committee of the Whole meeting of January 14, 2025 be adjourned at 3:23pm.

FOR

AGAINST

6 Councillors

0 Councillors

CARRIED


# North Zone Mental Health and Addictions Programs and Services Overview

Recovery Alberta and community partners provide a wide variety of addiction and mental health services to residents throughout the North Zone.

## It's important to know:

- One in five Canadians will experience an addiction or mental health issue each year. If you are struggling, remember you are not alone, there are supports in place to help you cope.
- You can access addiction and mental health services by connecting with your local RA community Addiction and Mental Health office, as well as through your family physician or through your Primary Care Network (PCN).
- You can also call Health Link at 811 to have an Information and Referral Specialist help find the service that's right for you. This service is available 24/7 to help.

## » Recovery Alberta Mental Health and Addiction Services in Northern Alberta

- Qualified addiction counsellors and mental health therapists provide a range of services including assessments, individual and group counselling, education, and support for individuals and families concerned about use of substances and/or gambling problems and mental health.
  - One medical detox centre in Grande Prairie – Northern Addictions Centre (20 beds) to support individuals withdrawing from alcohol and other drugs in a safe, controlled setting.
  - Two residential treatment centres – Northern Addictions Centre in Grande Prairie (40 beds), Fort McMurray Recovery Centre (16 Beds) support recovery from substance and/or gambling addiction.
  - The Addiction Day Treatment Program in Fort McMurray is offered virtually to adult residents of the North Zone who are struggling with substance abuse or gambling and who could benefit from an intensive treatment program designed to support their recovery.
  - Four Opioid Dependency Clinics – Grande Prairie, Fort McMurray, High Prairie, Bonnyville provide both in person & virtual supports to those in the surrounding areas for recovering from opioid dependency.
  - The Narcotic Transition Services Program (NTS) in Grande Prairie treats individuals with severe opioid addiction who have not been able to successfully initiate or stabilize on conventional opioid agonist medications. The services provides high-potency opioid medications combined with comprehensive psychosocial supports and focuses on stabilizing and transitioning patients under expert medical supervision to conventional opioid agonist medications. The NTS Clinic is co-located with the Opioid Dependency Program in the Northern Addictions Centre.
  - One Protection of Children Abusing Drugs (PChAD) program with two involuntary detox and stabilization beds for youth in a secure facility near Grande Prairie. Two voluntary youth detox and stabilization beds are also available.
  - AHS collaborates with community partners to ensure continued co-ordination of supports for children, youth, families and other groups and individuals who work with youth.
  - Multidisciplinary Intensive Treatment Services (MITS) Teams located in Grande Prairie & Fort McMurray provide comprehensive in-reach and outreach services for children and youth with severe and persistent mental illness and substance use disorders. The team provides treatment, navigation, and transition care in acute, community-based, and virtual settings. Services include intensive individual and family therapy, in-home skill development, parent support, skill development, and case management.
  - Five Mental Health Travelling Teams that enhance access to services for clients who identify as Indigenous by providing culturally safe/appropriate care within rural and Indigenous communities within the North Zone. The teams are physically located in High Level, Fort McMurray, High Prairie, Cold Lake and Lac La Biche and support surrounding communities.
  - Specialized teams in various communities support people across our North Zone that enhance access to supportive services while reducing barriers to care within the community. Specialized teams include Police and Crisis Team, Crisis Response Team, Diversion Team, Assertive Outreach Team.
  - Three Acute Inpatient Psychiatry units – Grande Prairie Regional Hospital has a 22-bed Inpatient Psychiatry Unit which includes pods for Adult (14 beds), Geriatric (4 beds), and Youth aged 14 – 17yrs (4 beds). Northern Lights Regional Hospital in Fort McMurray (10 beds), St. Therese Healthcare Centre in St. Paul (14 Beds).
  - Outpatient psychiatry services are available in several communities throughout the North Zone for both adult and children and youth.
  - North Zone Child and Youth Virtual Psychiatry Team supports children, youth, and families by offering short term support including navigation, triage, assessment, and referral to and within AMH services, and access to one time psychiatry services with program psychiatrists.
  - Access Addiction and Mental Health is a virtual intake telephone help line providing non-urgent advice, information and assessments for addiction and mental health concerns, available Monday – Friday at 1- 888-594-0211.
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# North Zone Mental Health and Addiction Services

## Contact Us

Call **811** to have an Information & Referral Specialist help find the service that's right for you.  
We're available 24/7 to help.

**Need someone to talk to? 24/7**

**Addiction Helpline:** Call **1-866-332-2322**. Translation services are available.

**Mental Health Helpline:** Call **1-877-303-2642**. Translation services are available.

**Access Addiction and Mental Health Helpline:** Call **1-888-594-0211**

### Athabasca MHA

Additions: 780-675-5841  
Mental Health: 780-675-5404

### Barrhead MHA

Additions: 780-674-8239  
Mental Health: 780-674-8243

### Beaverlodge Mental Health

780-538-5160 (Addiction and Mental Health Grande Prairie)

### Bonnyville MHA

Additions: 780-826-8054  
Mental Health: 780-826-2404

### Cold Lake MHA

Additions: 780-594-7556  
Mental Health: 780-639-4922

### Edson MHA

Addition: 780-725-6132  
Mental Health: 780-725-6110

### Fairview Mental Health

780-835-6149

### Fort McMurray Acute Inpatient Psychiatry

Crisis Services: 780-791-6091

### Fort McMurray Recovery Centre & ODP Clinic

780-793-8300

### Fort McMurray Community MHA

780-793-8360

### Fort Vermilion MHA

780-841-3229

### Fox Creek Mental Health

780-622-5106

### Grande Cache MHA

780-827-4998

### Grande Prairie Mountain Plains Youth Residential Treatment Program

780-538-5160

### Grande Prairie Acute Inpatient Psychiatry

825-412-4280

### Grande Prairie Adult MHA Outpatient

Addition: 780-538-6330  
Mental Health: 780-830-2830

### Grande Prairie Child and Youth MHA

780-538-5160

### Grande Prairie Complex Needs, ICAT, Diversion/CTO

Access: 780-833-4323  
ICAT 587-259-5513

### High Level MHA

780-841-3229

### High Prairie MHA

780-523-6490

### Hinton MHA

Addition: 780-865-8263  
Mental Health: 780-865-8247

### Jasper MHA

780-852-6616

### La Crete MHA

780 841 3229

### Lac La Biche MHA

Addition: 780-623-5227  
Mental Health: 780-623-5230

### Mayerthorpe Mental Health

780-786-2279

### Onoway Mental Health

780-967-9117

### Peace River MHA

780-624-6151

### Rainbow Lake Addition

780-841-3229

### Slave Lake MHA

Addition: 780-849-7127  
Mental Health: 780-805-3502

### Spirit River Mental Health

780-538-5160 (Addiction and Mental Health Grande Prairie)

### St. Paul MHA

Addition: 780-645-6346  
Mental Health: 780-645-1850

### Swan Hills MHA

780-333-4241 (All requests are called through Barrhead MH)

### Valleyview Mental Health

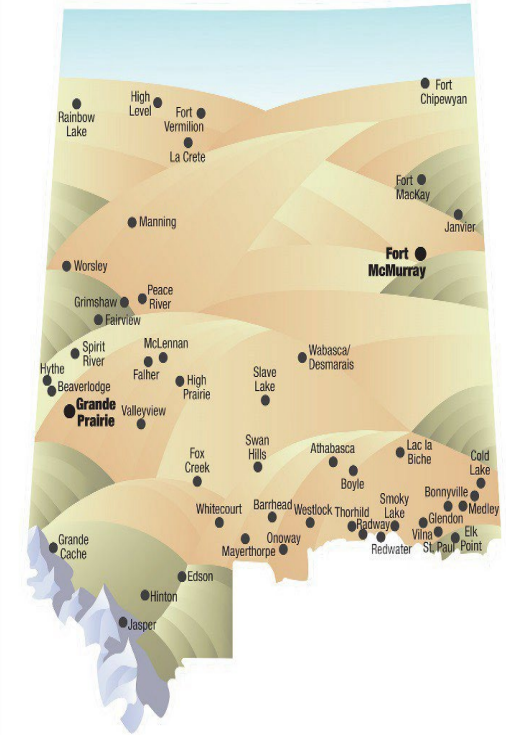
780-524-5096  
780-524-3338

### Westlock MHA

780-349-5246

### Whitecourt MHA

Addition: 780-778-7123  
Mental Health: 780-706-3281



## Additional Services

Recovery Alberta Mental Health and Addiction works with approximately 33 contracted partners who provide both addiction and mental health supports in North Zone communities.

[www.recoveryalberta.ca](http://www.recoveryalberta.ca)

# Mental Health & Addiction

## Support and resources for you

Get the help you need, when you need it

<p><b>Jasper Mental Health &amp; Addiction Clinic</b></p> <p>Phone: 780-852-6616 Jasper-Seton Healthcare Centre 518 Robson Street</p> <p><b>Access Addiction and Mental Health line - Call for information and appointments with local counsellors and therapists</b></p>	<ul style="list-style-type: none"> <li>• Regular Clinic hours Monday to Friday 8 a.m. – 4:30 p.m.</li> <li>• <b>Walk-in hours for Mental Health and Addiction:</b> Monday to Friday 10 a.m. – 2 p.m.</li> <li>• <b>1-888-594-0211 Monday to Friday 8 a.m. to 4:30 p.m.</b></li> </ul>
<p>Addiction Helpline</p>	<p>1-866-332-2322 toll-free available 24/7</p>
<p>Mental Health Helpline</p>	<p>1-877-303-2642 toll-free available 24/7</p>
<p>Health information</p>	<p>811 Health Link toll-free available 24/7</p>
<p>Suicide Crisis Helpline</p>	<p>988 (call or text) available 24/7</p>
<p>Brite Line (2SLGBTQIA+) Support</p>	<p>1-844-702-7483</p>
<p>Kids Help Phone</p>	<p>1-800-668-6868 or Text CONNECT to 686868</p>
<p>Community Supports</p>	<p>211</p>
<p>First Nations and Inuit Hope for Wellness</p>	<p>1-855-242-3310 Online chat: <a href="http://hopeforwellness.ca/">hopeforwellness.ca/</a></p>
<p>AHS Indigenous Support Line</p>	<p>1-844-944-4744 from noon to 8 p.m., Monday to Friday <a href="http://www.albertahealthservices.ca/info/Page18213.aspx">Indigenous Support Line   Alberta Health Services</a> <a href="http://www.albertahealthservices.ca/info/Page18213.aspx">www.albertahealthservices.ca/info/Page18213.aspx</a></p>
<p>Helpful online resources</p>	<p><a href="http://www.ahs.ca/helpintoughtimes">Help in Tough Times</a> (<a href="http://www.ahs.ca/helpintoughtimes">www.ahs.ca/helpintoughtimes</a>) <a href="http://www.albertahealthservices.ca/amh/page17012.aspx">www.albertahealthservices.ca/amh/page17012.aspx</a> Text <b>HOPEAB</b> to <b>393939</b> to subscribe <a href="http://www.ahs.ca/text4hope">www.ahs.ca/text4hope</a></p>

## Tips and Online supports

<p>Digital Apps (free on any device)</p>	<p>Sinasprite (Anxiety, PTSD, Stress) Superbetter: Mental Health (Regulation Games 4yrs+) Hope by CAMH (Suicide Prevention Support &amp; Resources) Calm Urge (Coping skills to resist urges to self-harm) Smiling Mind (Meditation 4yrs+)</p>
<p>Calming Activities</p>	<p><b>5 senses:</b> In your current surroundings find 5 things you can see, 4 you can touch, 3 you can hear, 2 you can smell and 1 you can taste. <b>Calm breathing:</b> Breath in for 5 seconds, hold for 5 seconds, breath out for 10 seconds, hold for 5 seconds. Repeat 5 times or until calmer.</p>

If you are in crisis, please visit the Emergency Department or call 911



**Certification of Municipality of Jasper  
Bylaw #264  
Supplementary Assessment of Improvements 2025**

I, Alan Fehr, 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 #264, which received its first and second reading on the 7th day of January 2025 by the Council of the Municipality hereby certify with respect to Bylaw #264 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 8th day of January 2025

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Alan Fehr  
Field Unit Superintendent of  
Jasper National Park of Canada

**MUNICIPALITY OF JASPER  
BYLAW #264**

**BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE SUPPLEMENTARY ASSESSMENT OF IMPROVEMENTS FOR THE TAXATION YEAR 2025.**

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

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

**1. Citation**

- 1.1 This Bylaw may be cited as the "Supplementary Assessment of Improvements Bylaw 2025".
- 1.2 The Specialized Municipality of Jasper Bylaw #257 "Supplementary Assessment of Improvements Bylaw 2024" is hereby repealed.

**2. Definitions**

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

**3. Supplementary Assessment**

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

**4. Severance**

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



**5. Coming into Force**

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

**READ** a first time this 7th day of January 2025

**READ** a second time this 7th day of January 2025

**READ** a third time and finally passed this    day of    2025

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Mayor

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Chief Administrative Officer



**Certification of Municipality of Jasper  
Bylaw #265  
Supplementary Tax Bylaw 2025**

I, Alan Fehr, 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 #265, which received its first and second reading on the 7th day of January 2025 by the Council of the Municipality hereby certify with respect to Bylaw #265 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 8th day of January 2025

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Alan Fehr  
Field Unit Superintendent of  
Jasper National Park of Canada

## **MUNICIPALITY OF JASPER BYLAW #265**

### **BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE IMPOSITION OF A SUPPLEMENTARY TAX FOR THE TAXATION YEAR 2025.**

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

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

#### **1. Citation**

- 1.1 This Bylaw may be cited as the "Supplementary Tax Bylaw 2025".
- 1.2 The Specialized Municipality of Jasper Bylaw #258 "Supplementary Tax Bylaw 2024" is hereby repealed.

#### **2. Definitions**

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

#### **3. Supplementary Tax**

- 3.1 Council hereby directs the Chief Administrative Officer to levy on all properties listed on the supplementary tax roll established pursuant to the Municipality's Supplementary Assessment of Improvements Bylaw 2025, taxed at the rate established in the Municipality's Tax Rate Bylaw 2025.

#### **4. Severance**

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

#### **5. Coming into Force**

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

**READ** a first time this 7th day of January 2025

**READ** a second time this 7th day of January 2025

**READ** a third time and finally passed this    day of    2025

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Mayor

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Chief Administrative Officer



**Certification of Municipality of Jasper  
Bylaw #266  
Utility Fees Levy and Collection Bylaw 2025**

I, Alan Fehr, 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 #266, which received its first and second reading on the 7th day of January 2025 by the Council of the Municipality hereby certify with respect to Bylaw #266 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 8th day of January 2025

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Alan Fehr  
Field Unit Superintendent of  
Jasper National Park of Canada

**MUNICIPALITY OF JASPER  
BYLAW #266**

**BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE LEVYING AND COLLECTION OF FEES FOR THE PROVISION OF WATER, SEWER, SOLID WASTE AND RECYCLING SERVICES IN 2025.**

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

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

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

**1.0 Citation**

- 1.1 This bylaw may be cited as Bylaw #266 "Utility Fees Levy and Collection Bylaw 2025".
- 1.2 This bylaw rescinds Bylaw #259 "Utility Fees Levy and Collection Bylaw 2024".

**2.0 Definitions**

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

- 2.1.7.1 Parcel R9, Lot 2 (Jasper United Church);
  - 2.1.7.2 Parcel C (St. Mary and St. George's Anglican Church);
  - 2.1.7.3 Block A, Lot 1 (Our Lady of Lourdes Catholic Church);
  - 2.1.7.4 Block 18, Lot 14 (Jasper Lutheran Church);
  - 2.1.7.5 Block 26, Lot 13 (Jasper Pentecostal Church);
  - 2.1.7.6 Block 4, Lots 19-20 (Jasper Baptist Church);
  - 2.1.7.7 Block 5, Lot 4 (Jasper Park Chamber of Commerce, Robson House);
  - 2.1.7.8 Parcel A, Lots 3A and 4A (Jasper-Yellowhead Historical Society);
  - 2.1.7.9 Block 36, Lots 31 and 32 (Jasper Municipal Library);
  - 2.1.7.10 Athabasca Park (Parks Canada Administration Building),
  - 2.1.7.11 Un-surveyed lot known as Parcel U-124 (Friends of Jasper National Park and public washroom building), and
  - 2.1.7.12 Block 5, Lots 5 and 6 (Tourism Jasper Jackman House)
- 2.1.8 "grey water" shall mean the fouled water supply of residences and businesses, and includes water-carried human wastes;
- 2.1.9 "leaseholder" shall mean a grantee or a person or other legal entity holding a valid lease or licence of occupation with the federal Crown for the use or occupation of land in Jasper National Park, and shall mean Canadian National Railway in respect of lots or land parcels held by Canadian National Railway, and shall mean Jasper National Park of Canada in respect to lots or land parcels held by the Crown;
- 2.1.10 "multi-unit dwelling" means one or more single buildings designed to contain three or more dwelling units not including secondary suites where none of the dwelling units are rented or available for rent or occupation for periods of less than 30 days;
- 2.1.11 "Municipality" shall mean the Municipality of Jasper;
- 2.1.12 "sewer system" shall mean the sanitary sewer system owned and operated by the Municipality and all accessories and appurtenances thereto, and shall include the wastewater treatment plant;
- 2.1.13 "water meter" shall mean a device designated and installed by the Municipality in each water service for the purpose of measuring water volume, and
- 2.1.14 "water system" shall mean the water system owned and operated by the Municipality of Jasper and all accessories and appurtenances thereto.
- 2.1.15 "zone" shall mean a zone established by a planning regime.

### 3.0 Water Rate

- 3.1 Every leaseholder of a lot or land parcel in the Municipality that is connected to the water system shall pay a water charge(s) as shown in **Schedule 1**.
- 3.2 The volume of water consumed will be measured by a water meter.

#### **4.0 Combined Water and Sewer Rate**

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

#### **5.0 Sewer Rate (not connected to Municipal water supply)**

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

#### **6.0 Trucked Waste**

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

#### **7.0 Bulk Water**

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



## 8.0 Solid Waste

- 8.1 The Municipality shall, with respect to every leaseholder of a lot or parcel located in the Municipality, charge the fees specified in **Schedule 1** for solid waste collection.
- 8.2 In the event the Parks Canada Agency increases the fees charged to the Municipality for the provision of solid waste services, the CAO may increase the fees specified in **Schedule 1** to the extent necessary to recoup those increased costs. The revised fees shall be advertised by the Municipality.
- 8.3 The Municipality shall establish a daily solid-waste collection schedule ensuring that solid waste collection is normally completed no later than 1:00 p.m. of each operating day. If an extra pickup is required on any operating day it shall be subject, in addition to the fees prescribed in section 10.1 herein, to the off-schedule surcharge specified in **Schedule 1**.
- 8.4 Every leaseholder of an institutional lot or parcel in the Municipality shall pay solid waste fees at the commercial rate specified in **Schedule 1** unless such zone or parcel:
- 8.4.1 is listed in section 2.1.7 as subject to the community non-profit rate; or
- 8.4.2 is used solely for residential purposes, in which case solid waste fees shall be levied in accordance with the character of such use; and
- 8.4.3 no water, sewer or solid waste accounts shall be levied in respect of Parcel CA.

## 9.0 Parks Canada Agency

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

## 10.0 Recycling Fee

- 10.1 Every leaseholder of a lot or parcel upon whom the Municipality levies fees for solid waste collection shall also be charged the recycling fee specified in **Schedule 1** which fee shall be contributed to recycling operating budgets.

- 10.2 Every leaseholder referred to in section 10.1 and who is the subject of more than one solid waste account with the Municipality shall pay the recycling fee with respect to each of their solid waste accounts.

## **11.0 Accounts**

- 11.1 Accounts shall be rendered to the leaseholder, except that:
- 11.1.1 water charge accounts shall be rendered to the tenants of rental dwelling units upon lands which are zoned R3 in respect to which:
- 11.1.1.1 each dwelling unit is serviced by an individual water meter;
- 11.1.1.2 not less than 10 rental dwelling units are located within a single leasehold; and
- 11.1.1.3 the leaseholder has provided to the Municipality current postal addresses for the tenants of the rental dwelling units and has requested in writing the accounts be sent to those addressed; and
- 11.1.1.4 the Municipality shall hold the leaseholder fully and entirely responsible for the payment of such accounts in the event the Municipality's reasonable efforts to collect such accounts prove unsuccessful.
- 11.2 water charge accounts shall be rendered to the tenants of rental dwelling units upon lands which are zoned CV-2, CO, CP, or CN.
- 11.2 Accounts shall be due and payable to the Municipality when rendered. Failure to receive an account shall not affect the liability to pay the account.
- 11.3 Utility Service Charges, shall constitute a debt to the Municipality which may be recovered:
- a. By transferring the Outstanding Balance to the Tax Roll of the property owner, or
  - b. By action in any Court of competent jurisdiction, or
  - c. By distress upon and seizure of the goods and chattels of the person owing such rates or charges wherever they may be found in the Municipality.
- 11.3.1 Utility Service Charges, which are six (6) months in arrears will be transferred to Property Taxes and a \$50.00 Administration fee will be added to the account in the event of a transfer to Property Taxes.
- 11.4 The Municipality may terminate water services to any leaseholder when their municipal utility service charges are in arrears by 60 days or more from the rendering of the account.

- 11.5 When a new account is established the Municipality shall charge the leaseholder the administration fee specified in **Schedule 1** for the establishment of the account.
- 11.6 For any services requested on or after June 1, 2009, a tenant to which section 11.1.2 applies, shall pay the Municipality the non-interest-bearing deposit specified in **Schedule 1**. The deposit shall be:
  - 11.6.1 held on deposit by the Municipality for the full period for which services are delivered to the tenant; and
  - 11.6.2 applied to any outstanding service account balance at the conclusion of the full period in which water services are delivered to the depositor or in the event no outstanding account balance exists, returned to the depositor.

**12.0 Penalties**

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

**13.0 Severance**

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

**COMING INTO FORCE**

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

**READ** a first time this 7th day of January 2025.

**READ** a second time this 7th day of January 2025.

**READ** a third and final reading this \_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

Municipality of Jasper Bylaw #266  
Utility Fees Levy and Collection Bylaw 2025

## Schedule 1

01-Jan-25 per per year

GARBAGE			
Garbage Residential In Town	\$65.77	billing	\$394.59
Garbage Commercial In Town	\$349.48	billing	\$2,096.88
Duplex - 1 side/Condo's/Row House	\$52.61	billing	\$315.65
Duplex - Both Sides (G03 x2)	\$105.22	billing	\$631.30
Garbage S Block - Industrial Park	\$51.39	billing	\$308.35
Community Non-Profit Rate	\$62.24	billing	\$373.42
Garbage Fees - Four Plex (G03 x4)	\$210.44	billing	\$1,262.66
Additional Garbage Pick-Ups	\$90.54	additional	
Multi-dwelling district lot - apartment building, per apartment	\$29.59	billing	\$177.56
Multi-dwelling district lot - Per multi-unit dwelling	\$50.83	billing	\$305.00
Additional Garbage Pick ups or self dumping	\$23.91	cubic yard	
Commercial off-schedule surcharge per pick up □	\$23.91	pick up	
Additional pick up of solid waste not stored in solid waste container	\$148.38	hour	
RECYCLING			
Recycle Fee - Residential	\$39.57	billing	\$237.41
Recycle Fee - Non-Residential	\$145.04	billing	\$870.22
Recycle Fee Duplex (RECY01 x 2)	\$79.15	billing	\$474.90
SEWER			
Sewer Consumption (0-35 m3)	\$2.25	cubic meter	
Sewer Consumption (35-65 m3)	\$2.47	cubic meter	
Sewer Consumption (66-500 m3)	\$3.15	cubic meter	
Sewer Consumption (501+ m3)	\$3.88	cubic meter	
Connection ≤1"	\$15.80	billing	\$94.81
Connection =1.5"	\$82.18	billing	\$493.07
Connection >1.5"	\$123.27	billing	\$739.64
Capital ≤1"	\$46.78	meter/billing	\$280.70
Capital =1.5"	\$233.94	meter/billing	\$1,403.63
Capital >1.5"	\$415.23	meter/billing	\$2,491.39
Trucked grey water	\$13.77	cubic meter	
Trucked black water	\$21.76	cubic meter	
WW Call out for first 3 hours	\$382.44	1st 3 hrs	
WW Call out for every hour exceeding 3 hours	\$127.48	hr over 3 hrs	
WW Service fee (section 6.2, 7.2)	\$106.23	account	
Sani Dump Station	\$5.00	transaction	
WATER			
Water Consumption (0-35 m3)	\$0.77	cubic meter	
Water Consumption (35-65 m3)	\$0.79	cubic meter	
Water Consumption (66-500 m3)	\$0.96	cubic meter	
Water Consumption (501+ m3)	\$1.25	cubic meter	
Connection ≤1"	\$31.25	billing	\$187.52
Connection =1.5"	\$162.54	billing	\$975.21
Connection >1.5"	\$243.81	billing	\$1,462.86
Capital ≤1"	\$35.01	meter/billing	\$210.06
Capital =1.5"	\$175.03	meter/billing	\$1,050.18
Capital >1.5"	\$310.69	meter/billing	\$1,864.11
Bulk Water Minimun (section 7.1)	\$11.31	cubic meter	
Water Service Deposit (section 11.6)	\$226.39	account	
GENERAL			
Administration Fee (section 11.3.1 and 11.5)	\$50.00	transaction	

# JASPER RECOVERY COORDINATION CENTRE (JRCC)

- January 16, 2025

## PROGRESS UPDATE

# JRCC EXECUTIVE SUMMARY

- **Interim Housing:** Discussions are ongoing between the municipal, provincial and federal governments to determine the way forward for interim housing. Parks Canada (PC) has issued an RFP for modular mobile units that is expected to close Jan 21
- **Residential Demolition Permits:** 319 of 358 properties have demolition permits, representing 563 of 615 dwellings units or 91%
- **Joint Town Rebuild:** Drop-in sessions available until February 28, 2025
- **Social Recovery:** Preparing to launch a community resiliency program with training for peer support, mental health, and recovery navigation, alongside a needs assessment survey, while finalizing the setup of a food bank trailer expected to be operational by February 1, 2025
- **Economic Recovery:** Workplan in development with focus on liaising with economic recovery-focused agencies to share information, align efforts, identify gaps and enhance collective impact
- **Communications:** Planning JRCC open houses in January and issuing interim housing updates

# TEMPORARY ACCOMMODATIONS

- Currently 67 households from Municipality of Jasper (MoJ) and Parks Canada (PC) are in temporary accommodation
- Temporary accommodations (hotels) organized through the MoJ will not involve cost recovery until Feb 28, 2025
- Additional requests for temporary accommodations continue as other residents reach the limit of their own short-term housing solutions
- Hotel partners have expressed they are nearing capacity, new hotel partner added however occupants may need to move rooms multiple times during stay to access a kitchenette
- **73 total bookings**
  - **67 households bridging to Interim Housing:** (51 MoJ, 16 PC) (27 Individuals, 16 couples, 24 families of three or more)
  - **6 short-term:** (MoJ)

# INTERIM HOUSING

- Four parcels representing 4.25 hectares of land in town remain serviced and ready to receive interim housing as soon as they are available. Work is ongoing to identify additional parcels both within and outside the Town boundary appropriate for both interim housing and workforce accommodation.
- Work continues within the interim housing project management team to identify site layouts that efficiently uses the space available
- Details on units to be delivered remain pending discussions between the higher levels of government
- Prioritization matrix, cost recovery model and property management services contracting are in process.



# DEBRIS MANAGEMENT

- **Residential properties with demolition permits issued to date:** permits issued for 319 of 358 primary structures representing 563 of the 615 dwelling units damaged/destroyed (equalling 91% of permits issued). PCA has reached out to remaining leaseholders to facilitate permitting moving forward.
- **Debris removal has recommenced:** Contractors are back in operation after the holiday shut down.
- **Post debris removal sampling phase:** Contractors have completed debris removal at some locations and have begun the post debris removal confirmatory sampling. We anticipate on average an 8-week window for results to be collected, analyzed and reviewed prior to the issuance of permit closures.

# JOINT TOWN REBUILD

- Team is working on projects in three areas:
  - Streamlining the Development Review and Approval Process
  - Community Planning + Policy
  - Community Support
- Drop-in sessions continue (112 met with)
- Drop-in sessions available until February 28, 2025

# SOCIAL RECOVERY

- **Recovery Pathfinders:** Nearing initiation of a community resiliency capacity-building program with training modules including peer-to peer support, mental health first aid, de-escalation training, suicide prevention and navigation of rebuild processes. The training program will be offered to residents who will act as "natural supports" integrated throughout the community.
- **Needs assessment:** Final preparations are underway to initiate a broad-based survey of community recovery needs six months post event. This baseline survey is being prepared in collaboration with the Conference Board of Canada and academic partners from Alberta Universities.
- **Food Bank:** Expecting delivery of the foodbank trailer on January 21st, with utility hookup and installation completed the following week. The foodbank will be operational in that space by February 1, 2025.

# ECONOMIC RECOVERY

- **Pop-Up Village and Industrial Business Interim Space initiatives:** Exploring the creation and implementation of temporary spaces for businesses that lost their commercial space, aiming to enhance business post-fire recovery efforts.
- **Local contractor and construction support:** Exploring strategies to support local contractors and construction workers, ensuring they are well-positioned to contribute to recovery and rebuild efforts.
- **Post-fire filming requests:** Coordinating filming requests related to post-fire recovery to ensure consistent messaging and streamlined processes.

# COMMUNICATIONS

- Planning JRCC open houses in January:
  - Virtual sessions on Thursday, January 23, 2025
  - In-person sessions on Saturday, January 25, 2025
- Working on a what we heard summary for all four engagements to share in February
- Continue promoting drop-in hours for questions on rebuilding at the Parks Canada Admin Building and virtual until February 28, 2025
- Working on interim housing updates prior to open houses

**Policy Title:** Fiscal Controls and Financial Reporting

**Policy #** B-109

**Effective Date:** xxxx, 2025

**Date adopted by Council:** xxxx, 2025



## 1. POLICY STATEMENT

The Municipality of Jasper is committed to the sound stewardship of financial resources. To this end, the municipality will ensure that there are efficient and effective tools, processes, practices, and measures for internal fiscal controls and financial reporting to meet both statutory requirements under the Municipal Government Act and generally accepted accounting principles (GAAP).

## 2. PURPOSE

Internal fiscal controls ensure that municipal money, including disaster recovery program funding (DRP), is well-managed, adequately controlled, and spent only as approved. Financial reporting ensures that accurate information is available for decision-making and that the risk of loss, fraud, misappropriation, or theft is minimized. Together fiscal controls and financial reporting support the effective, appropriate, transparent, and economic use of municipal funds.

## 3. GUIDING PRINCIPLES

In carrying out their duties under the procedures accompanying this policy, or when acting in situations not explicitly addressed by an existing procedure, employees will be guided by the following principles:

- Due diligence will be exercised in all situations; transactions will only be approved by employees that are knowledgeable about the circumstances of the transaction;
- Expenditures must be reasonable, appropriate for the circumstance, and allowable for the funding source;
- Financial transactions must be undertaken for the benefit of the Municipality and not for personal benefit; and
- an appropriate segregation of duties must be maintained.

## 4. OPERATING BUDGET AUTHORITY

4.1 The operating budget approved by Council establishes the spending authority for departments, including provisions for disaster recovery activities overseen by the **Municipal** Director of the Joint Recovery Coordination Centre (JRCC).

4.2 No Director/Manager has the authority to exceed the total approved expenditure budget for their Department or programs without Council approval.

4.2.1 Item 4.2 notwithstanding, the **Municipal** Director of the JRCC may exceed the approved departmental budget for disaster recovery efforts if external funding is secured, subject to:

- Reporting requirements.
- Notification to the CAO and Director of Finance.
- Adherence to external funding conditions.

4.3 Budgets may only be reallocated subject to the following approval limits and subsequent reporting to Council through the vehicle of the quarterly financial status reports.

4.3.1 Directors/Managers are responsible for managing within their existing budget and may authorize reallocations within a program that do not affect the net operating budget of that specific program.

4.3.2 The Director of Finance and Administration upon recommendation of a Director may authorize reallocations between the programs within a department of up to 10% of the total receiving program budget approved by Council, provided the reallocation does not affect the

- net operating budget for the municipality.
- 4.3.3 The CAO may authorize reallocations between departments of up to 10% of a receiving departmental budget as approved by Council, provided the reallocation does not affect the net operating budget for the municipality.
  - 4.3.4 For DRP funding, reallocations or adjustments that incorporate external funding must be pre-approved by the CAO and reported in quarterly financial updates to Council to ensure transparency and alignment with municipal financial objectives.
- 4.4 Any expenditures that would result in total gross expenditures exceeding the funding available in a program by an amount greater than 10% requires Council approval prior to a commitment being made to incur such expenditures.
- 4.5 Revenues that are received beyond the level provided for in the budget shall not be spent or committed without Council approval. DRP funding, may be spent or committed with the approval of the CAO or Director of Finance, provided the expenditure aligns with approved disaster recovery plans. All such expenditures must be reported to Council.
- 4.6 At year-end, such remaining revenues become part of the municipal surplus.

## 5. CAPITAL BUDGET AUTHORITY

- 5.1 The Capital Budget approved by Council establishes the scope, funding and spending authority for each Capital Project listed in the Capital Budget document for the identified period.
- 5.2 Managers do not have the authority to exceed the budget approved for a project or amend a project scope.
- 5.3 The scope of a project may not be amended without Council approval.
- 5.4 **Subject to the limitations noted in 5.6,** Directors upon recommendation from a Manager may authorize additional gross expenditures where costs for a capital project increase to the extent that they exceed the original funding approval for the capital project by an amount not exceeding 10%.
- 5.5 The Director of Finance and Administration must be notified of the over-expenditure and is authorized to pay such excess, provided that:
  - 5.5.1 This policy is otherwise complied with;
  - 5.5.2 Funding is available to fund the over-expenditure, either from under-expenditures in other capital projects within the same department or by deferral of other capital projects within the same department;
  - 5.5.3 The Director of Finance and Administration has certified that there is sufficient appropriate financing available for the capital project; and
  - 5.5.4 The over-expenditure and capital budget transfer must be reported to council in the next capital budget variance report.
  - 5.5.5 In cases of disaster recovery efforts, external funding sources may be used to cover capital project over-expenditures, provided the Director of Finance confirms the availability of funds and reports this to Council in the next capital status report.
- 5.6 Where a capital project is over committed and funds are not available from another capital project, the Director of Finance and Administration with the approval of the CAO, is authorized to provide the necessary funds from reserve, reserve funds or other appropriate sources provided the original scope of the project is not exceeded, and that the required funds do not exceed the lesser of either; 10% of the approved project budget or \$350,000. Such allocations shall be reported as part of the quarterly capital project status reports provided to Council.
  - 5.6.1 For disaster recovery capital projects, the Director of Finance and Administration, with CAO approval, may authorize exceeding the capital budget limits by more than 10% if external

funding fully offsets the additional costs.

5.7 If the costs for a capital project exceed the original funding by more than \$350,000 Council approval must be obtained to amend the capital project budget. The CAO shall recommend an appropriate funding source to council.

5.8 Capital projects will be closed based on any of the following criteria:

5.8.1 The capital project sponsor notifies the Director of Finance and Administration that the project is complete;

5.8.2 Capital projects having less than 5% of budget remaining and no activity for a period of 12 months will be deemed by the Director of Finance and Administration to be completed and will be closed in consultation with related staff;

5.8.3 Capital projects that have had no expenditures within 18 months of approval will be closed by the Director of Finance and Administration in consultation with related staff. These projects will have to be re-presented for council approval as in a future capital budget.

5.9 Except where a capital project has been financed through the issuance of debentures, any unspent funds in any capital project that is completed will be returned to the originating reserve upon closure. Any surplus funds resulting from capital projects funded by the capital levy will be returned to the general capital reserve.

## **6. FINANCIAL REPORTING**

6.1 All of following financial reporting requirements shall be completed by administration in accordance with the timelines described in this policy to provide reasonable assurance that the municipality's financial statements are reliable and prepared in accordance with GAAP:

6.2 The financial statements prepared by the municipality must be audited, approved by council and made available to the public before the deadline required by The Government of Alberta, Alberta Municipal Affairs.

6.3 The financial statements of the municipality must be prepared in accordance with Public Sector Accounting Standards (PSAS) and Generally Accepted Accounting Principles (GAAP) guided by the Municipality's policies and procedures to help ensure that Council or Administration's directives to mitigate risks are carried out.

6.4 Financial reports and fiscal updates shall be presented to council on a quarterly basis and shall include a balance sheet and the revenue and expenditure statements that will include:

- the annual approved budget;
- the year to date actual;
- variance from actual to approved budget;
- statement of expenditures paid to councilors, and;
- capital project status reports.

6.5 Disaster Recovery Reporting - Quarterly financial reports must include a separate section on disaster recovery funding, detailing:

- External funds received and their sources.
- Amounts allocated and spent.
- Variances from the approved disaster recovery plan.

## **7. RESPONSIBILITIES**

### **Council**

- review and adopt annual operating and capital budgets, including provisions for DRP funding.
- Review and approve the use of disaster recovery funding that exceeds thresholds outlined in this policy.
- review and receive for information quarterly financial reports.



- review and approve any revisions to this Policy.

#### **CAO**

- prepare and present annual operating and capital budgets.
- prepare and present, for information quarterly financial reports.
- review and approve any procedures related to this Policy.
- oversee the preparation and reporting of disaster recovery budgets
- ensure proper authorization for extraordinary expenditures related to disaster recovery.

#### **Director of the Joint Recovery Coordination Centre (JRCC)**

- ensure all disaster recovery expenditures comply with this policy and align with external funding requirements.
- provide regular updates to the Director of Finance and Administration.

#### **Director of Finance and Administration**

- certify the availability of disaster recovery funds before expenditures are authorized.
- report disaster recovery funding and expenditures to Council.

#### **Directors and Managers**

- carry out the policy based on established procedures.

### **8. DEFINITIONS**

**“CAO”** means the Chief Administrative Officer of the Municipality of Jasper.

**“Capital Project Sponsor”** means the Director or Manager responsible for a capital project or procurement.

**“Disaster Recovery Program (DRP) Funding”** refers to funding provided by external sources, including federal or provincial governments or other agencies, specifically for disaster recovery and response efforts.

**“Fraud”** refers to any misrepresentation of factual information or any actual or attempted misuse, misappropriation or misapplication of corporate assets or resources.

**“Fiscal controls”** are part of responsibilities and practices exercised by management and staff with the goal of providing strategic direction and tactical guidance to ensure that Municipal goals and objectives are achieved, risks are identified and managed appropriately, and resources are assigned responsibly.

**“Generally Accepted Accounting Principles”** are broad principles and conventions of general application, as well as rules and procedures that determine accepted accounting practices at a particular time.

**“Joint Recovery Coordination Centre (JRCC)”** refers to the department or team responsible for coordinating disaster recovery efforts and managing related funds.

**“Municipality”** means the corporation of the Municipality of Jasper.

**“Municipal funds”** means funds budgeted, owing, collected, received, or held by any person for the benefit of the municipality, or held by the municipality in trust or for any other person.

**“Program”** means the services delivered within municipal departments.

**“Risk”** is the possibility that an event will occur and adversely affect the achievement of objectives.