

Municipality of Jasper
Committee of the Whole Meeting Agenda
October 13, 2026 | 9:30 am
Jasper Library & Cultural Centre – Quorum Room

Notice: Council members and staff are in Council chambers for meetings. 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 9:30 am, use the following Zoom link:
<https://us02web.zoom.us/j/87657457538>

1. Call to order Deputy Mayor Hall to chair meeting

2. Additions to agenda

3. Approval of agenda

3.1 October 13, 2026 Committee of the Whole agenda attachment

4. September 29, 2026 Committee of the Whole meeting minutes attachment

4.1 Business arising from minutes

5. Delegations

6. Correspondence

7. New business

7.1 Economic Development Capacity & Funding attachment

7.2 Extension of Parks Canada Land Rent Relief attachment

7.3 Rural Renewal Stream attachment

7.4 Business Continuity Plan Development attachment

8. Motion Action List attachment

9. Councillor upcoming meetings

10. Upcoming events

Speaker Series ‘Employment Recruitment Edition’ – 4:30-6:30pm, October 14, Earls Restaurant

Lunch & Learn with IRCC – 12-1pm, October 15, Jasper Employment & Education Centre

[Jasper Dark Sky Festival](#) – October 16-25

Organizational Meeting – to follow the 1:30pm, October 20, 2026 Regular Council meeting

NETMA – October 21, Jasper Library & Cultural Centre

Nomination Deadline for [Mayor’s Special Awards](#) – November 1

11. Adjournment

AGENDA ITEM 4.1

Municipality of Jasper
Committee of the Whole Meeting Minutes
Tuesday, September 29, 2026 | 9:30am
Jasper Library & Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library & Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing during Council meetings is through both Zoom livestreaming and in-person attendance. Public participation is facilitated through in-person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Wendy Hall, Councillors Kable Kongsrud, Ralph Melnyk, Danny Frechette, Kathleen Waxer, and Laurie Rodger		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Beth Sanders, Director of Urban Design & Standards Christine Nadon, Director of Protective & Legislative Services Christopher Read, Director of Community Development Courtney Donaldson, Director of Operations & Utilities Erin Toop, Transit Manager Michael Borland, Town Planner Emma Acorn, Legislative Services Coordinator Bob Covey, The Jasper Local 11 observers		
Call to Order	Deputy Mayor Hall called the September 29, 2026 Committee of the Whole meeting to order at 9:30am and began with a Traditional Land Acknowledgement .		
Additions/deletions to the agenda	none		
Approval of agenda #412/26	MOTION by Councillor Frechette that Committee approve the agenda for the September 29, 2026 Committee of the Whole meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Business arising from minutes	none		
Delegations	none		
Correspondence – Government of Albert Public Security Division #413/26	Committee received a response to a letter from Mayor Ireland regarding the Alberta Police Funding Model. The correspondence was from Assistant Deputy Minister and Director of Law Enforcement Curtis Zablocki. MOTION by Councillor Waxer that Committee receive the correspondence for information.		

	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Community Parking Update	Committee received a Community Parking Update from the Urban Design & Standards department with Director Beth Sanders reviewing the report and answering Committee questions.		
#414/26	MOTION by Councillor Waxer that Committee receive the Community Parking Update for information.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Jasper's Town Plan Engagement Approach	Committee received a request for decision regarding the Town Plan Engagement Approach. Ms. Sanders reviewed the relevant legislation, background information, proposed timelines, strategic relevance, and the history of the 2011 Jasper Community Sustainability Plan. She was joined by Town Planner Michael Borland.		
#415/26	MOTION by Councillor Melnyk that Committee receive the attached Engagement Approach for development of Jasper's Town Plan for information.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Recess	Deputy Mayor Hall called a recess from 10:33am to 10:41am.		
2027 Visitor Paid Parking Program	Committee received a report from Administration with recommendations and alternatives for the 2027 Visitor Paid Parking Program. Christine Nadon, Director of Protective & Legislative Services, and CAO Bill Given shared the results of the online survey which took place between July 16-August 15, 2026.		
#416/26	MOTION by Mayor Ireland that Committee recommend Council expand the seasonal Visitor Paid Parking season from April 1 to October 31 annually; and		
	That Committee direct Administration to return to a future meeting with additional information on the proposed Visitor Paid Parking program zone expansion.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
	Deputy Mayor Hall relinquished the Chair to Mayor Ireland in order to make the following motion.		
#417/26	MOTION by Councillor Hall that Committee direct Administration to explore options for collecting data on resident versus visitor use of Visitor Paid Parking spaces and report back to a future Committee of the Whole meeting with findings and potential data collection methods.		

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Mayor Ireland returned the Chair to Deputy Mayor Hall.

Jasper Municipal
Leasehold Assets
Society Transfer of
Assets
#418/26

Ms. Nadon shared updated information on the transfer of assets from the Jasper Municipal Leasehold Assets Society to the Jasper Municipal Housing Corporation.

MOTION by Councillor Rodger that Committee recommend Council approve the transfer of the Cottage Medical Clinic and 1251 Cabin Creek from the Jasper Municipal Leasehold Assets Society to the Jasper Municipal Housing Corporation.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Recess

Deputy Mayor Hall called a recess from 11:38am to 11:45am.

ATCO Electric &
Natural Gas
Franchise Fee
Rates
#419/26

Committee received a request for decision on ATCO Electric & Natural Gas Franchise Fee Rates. Mr. Given reviewed the relevant historical information and legislation.

MOTION by Councillor Melnyk that Committee recommend Council approve an increase of the ATCO Electric franchise fee by 2 percentage points; and

That Committee recommend Council approve an increase of the ATCO Gas franchise fee by 2 percentage points.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Recess

Deputy Mayor Hall called a recess from 11:55am to 1:00pm.

Jasper Transit
Business Planning
Update

Committee received recommendations and alternatives for consideration regarding Jasper Transit Business Planning. Director of Operations & Utilities Courtney Donaldson and Transit Manager Erin Toop reviewed past Council decisions and service expansion options.

#420/26

MOTION by Councillor Waxer that Committee recommend Council approve the 2027 – 2031 Jasper Transit Business Plan as presented; and

That Committee refer the following Transit service expansion items to the 2027 Budget discussion:

- Winter service span increase starting Q4 2027
- Ski Hill winter service starting Q4 2027

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Activity Centre Emergency Capital Funding Request	Due to a sprinkler head malfunction in the basement of the Jasper Activity Centre in August 2026, Committee received an emergency capital funding request for repairs. Director of Community Development Christopher Read shared the repair work undertaken to date and the additional problems discovered during the repairs.		
#421/26	MOTION by Mayor Ireland that Committee recommend Council approve the allocation of up to \$250,000 from the Annual General Capital Reserve for the emergency repairs at the Jasper Activity Centre.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Motion Action List	Administration reviewed the Motion Action List.		
#422/26	MOTION by Mayor Ireland that Committee approve the updated Motion Action List with the removal of the following items: • 2027 Paid Parking Program • Jasper Transit Business Planning • Residential Parking And date changes for: • Tax Policy – Principles & Engagement Approach • Rural Renewal Program • Jasper Municipal Leasehold Assets Society Transfer of Assets		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Councillor upcoming meetings	Councillor Hall will be attending a meeting of the Climate Caucus this Friday.		
Upcoming Events	Council reviewed a list of upcoming events.		
Adjournment #423/26	MOTION by Councillor Melnyk that, there being no further business, the Committee of the Whole meeting of September 29, 2026 be adjourned at 2:25pm.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED

AGENDA ITEM 7.1

REQUEST FOR DECISION

Subject: Economic Development Capacity & Funding
From: Bill Given, Chief Administrative Officer
Reviewed by: Doug Olthof, Director of Recovery
Date: October 13, 2026



Recommendation:

- That Committee refer consideration of an Economic Development Coordinator position, for a term of up to four years, to the 2027 budget process; and
- That Committee recommend Council request approval from PrairiesCan to redirect currently unallocated funding under the Community Economic Development & Diversification funding agreement to support an Economic Development function for Jasper; and
- That Committee authorize administration to seek additional funding to support an Economic Development function.

Alternatives:

- That Committee direct Administration to pursue PrairiesCan funding for an Economic Development Coordinator position but take no further action to refer the position to the 2027 budget process.
- That Committee receive the report for information and take no further action.

Background:

- On June 9, 2026, Verum Consulting presented the *Jasper Economic Impact and Opportunity Assessment: Supporting Jasper's Economic Recovery and Long-Term Prosperity* on behalf of the Jasper Park Chamber of Commerce, Tourism Jasper, Community Futures West Yellowhead and the Jasper Employment and Education Centre and Committee directed Administration to
 - "...return to a future Committee of the Whole meeting prior to 2026 budget presentations with a report identifying opportunities for Council and the Municipality to support the recommendations and strategic actions in the report."
- On August 25, 2026, as part of consideration of the Recovery Transition Framework, Committee directed Administration to
 - "develop a draft terms of reference for an Economic Development Advisory Committee and return to a future Committee of the Whole meeting."

Discussion:

Administration's review found that many of the issues identified in the *Jasper Economic Impact and Opportunity Assessment* already intersect with municipal responsibilities, including housing, transportation, business licensing, taxation, infrastructure and intergovernmental relations. Attachment 1 summarizes the Municipality's current involvement and identifies opportunities for an enhanced municipal role.

The Assessment is one source of information regarding Jasper's economic opportunities and challenges. Some recommendations reflect policy or advocacy positions that have not been considered or endorsed by Council. Administration does not recommend adopting the Assessment as a municipal economic development strategy.

Rather, it should be considered alongside Council's Strategic Priorities, municipal and partner plans, economic data and community input.

Municipal Economic Development Capacity

The Municipality does not currently have a dedicated economic development function. Economic issues are addressed through the CAO's Office and individual departments as they intersect with existing responsibilities. This provides subject-matter expertise but limited capacity for ongoing coordination, research and follow-up.

A dedicated Economic Development position would provide a central municipal point of contact for economic development organizations, local businesses and potential investors. The position could also provide administrative support to an Economic Development Advisory Committee, should Council establish one.

The Coordinator would not replace the responsibilities of municipal departments or external organizations. The role would focus on coordinating municipal participation, conducting research and analysis, developing recommendations, pursuing funding opportunities and supporting work on economic issues where there is an identified municipal interest or responsibility.

Initial Work Program

Subject to Council approval and available funding, initial priorities for the position would include:

- supporting the establishment of the Economic Development Advisory Committee in 2027; and
- developing a municipal Economic Development Strategy for Council consideration. The strategy would define the Municipality's role in economic development and establish priorities using Council's Strategic Priorities as the primary framework.

Areas for consideration could include:

- economic data monitoring and reporting;
- business recovery and resilience;
- business costs and the municipal regulatory environment, including business licensing;
- workforce development and employee housing;
- transportation and mobility;
- business succession and investment facilitation;
- coordination among economic development partners, including opportunities related to the visitor economy; and
- external funding and intergovernmental opportunities related to local economic development.

These areas reflect opportunities identified through Administration's review of the Assessment but are not intended to adopt or reproduce its recommendations. The Economic Development Strategy would provide a framework to assess these and other issues, clarify the appropriate municipal role, identify areas best led by partner organizations, and bring forward recommendations for Council consideration.

Development of the strategy would include research, analysis and engagement with economic development partners. It would draw on the *Jasper Economic Impact and Opportunity Assessment*, the Jasper Destination Stewardship Plan, available economic data, municipal plans and policies, and other relevant sources.

Term and External Funding

A term of up to four years would provide time for recruitment, orientation, research, relationship development, strategy development and implementation. It would also allow the Municipality to evaluate the value of

dedicated economic development capacity before considering whether an ongoing function is warranted.

Administration has identified at least \$158,000 in currently unallocated PrairiesCan funding across Years 3 and 4 of the existing Community Economic Development and Diversification funding agreement. PrairiesCan representatives have indicated support for the Municipality requesting approval to redirect unexpended funding toward an economic development function and have invited the Municipality to apply for additional funding. Any redirection or additional funding remains subject to PrairiesCan approval.

Administration recommends pursuing these funding opportunities while referring the position to the 2027 budget process. This would allow Council to consider the appropriate municipal role in economic development, the level of external funding available and other municipal priorities before deciding whether to establish the position. Administration would only recommend proceeding where external funding supports a substantial portion of the cost.

Strategic Relevance:

- Support local businesses to enhance economic resilience.
- Advance interests of strategic importance to secure policy and funding outcomes.
- Nurture relationships that advance the community's interests.

Inclusion Considerations:

Development of a municipal Economic Development Strategy would provide an opportunity to consider barriers to participation in Jasper's economy and incorporate a range of community perspectives into recommendations brought forward for Council consideration. A dedicated economic development function could also provide a consistent municipal point of contact for businesses, employees and community organizations participating in economic development discussions.

Relevant Legislation:

- [Agreement for the Establishment of Local Government in Jasper \(2001\)](#)

Financial:

For preliminary planning purposes, Administration estimates that establishing and operating a term Economic Development Coordinator position would require approximately \$150-\$200K annually. Over a four-year term, the estimated total cost would be approximately \$600-\$800K, subject to refinement through the 2027 budget process.

Administration has identified at least \$158,000 in currently unallocated PrairiesCan funding within Years 3 and 4 of the existing PrairiesCan Community Economic Development and Diversification funding agreement. Approximately \$93,000 is associated with Year 3, ending March 31, 2027, and approximately \$65,000 with Year 4, ending March 31, 2028.

Attachments:

- Attachment 1 – Administration Review of *Jasper Economic Impact & Opportunity Assessment* Strategic Actions.

	Current Municipal			
Strategic Action	Role	Level of Effort	Comments	Potential Enhanced Municipal Role
Develop and Enhance Shoulder and Winter Season Experiences	Indirect	Significant	The MOJ provides recreation facilities, general municipal infrastructure and transit services at significant cost as well as supporting and partnering on events from time to time.	More active coordination with partners, including planning, grant applications and potential capital planning.
Facilitate Enhanced Mobility within Jasper and Jasper National Park	Direct	Significant	MOJ owns and operates local transit which serves locations both within and outside the townsite throughout the year. Business planning for Transit is currently underway and has incorporated the input of a wide variety of stakeholders.	Council has reviewed a number of service expansion options with final determination being subject to the 2027 budget discussions.
Develop More Housing Options for Employees and Residents	Direct	Significant	Housing is an established municipal priority being advanced through recovery initiatives, housing planning, interim housing and the JMHC. Construction of The Alder (a 40-unit below market apartment complex) will be complete by year end.	Greater integration of business and employee housing needs into existing housing initiatives, supported by additional research, coordination of projects, partnerships, grant funding and securing capital investment from third parties.
Develop the Local Workforce	Indirect	Limited	MOJ supports workforce development in a limited way through partnerships with local organizations including JEEC and Community Futures but these efforts by the municipality are inconsistent and not a part of a comprehensive strategy.	More active regional advocacy and coordination of workforce attraction and recruitment initiatives, with potential financial support for new initiatives.
Prioritize Local Business Recovery, Balance and Revitalization	Direct	Moderate	MOJ supports business recovery through partnerships and recovery initiatives but does not currently perform the broader economic development coordination function proposed in the Report.	Dedicated capacity to coordinate business recovery and economic development initiatives, including partner engagement, governance development, barrier reduction, commercial revitalization and related funding opportunities.
Reduce Business Costs	Indirect	Limited	A Tax Policy is currently under development, and Council considers municipal taxation annually through the budget and tax-rate process.	Research and analysis of municipal taxation and other factors affecting business costs, including benchmarking, consideration of residential and non-residential tax relationships, and potential policy recommendations for Council consideration.
A Shared Vision for the Future of Jasper's Business Community	Indirect	Limited	MOJ participates in collaborative initiatives with a wide variety of community partners at a number of	More formal coordination of shared priorities, actions, accountabilities, timelines and regular reporting on implementation.
Monitoring and Reporting on Progress	Indirect	Limited	MOJ collects and reports data across many municipal service areas but currently plays no role in tracking or reporting on any external economic data.	A coordinated economic monitoring program with community partners, including regular data collection, analysis and reporting, potentially supported by consultant resources.

AGENDA ITEM 7.2

REQUEST FOR DECISION

Subject: Extension of Parks Canada Land Rent Relief
From: Bill Given, Chief Administrative Officer
Reviewed by: Emily Dawson, Finance Manager
Date: October 13, 2026



Recommendation:

- That Committee recommend Council authorize the Mayor to write to the Government of Canada requesting that the Municipality of Jasper's land rent remission provided under the *Jasper National Park of Canada Rent and Fee Remission Order* be extended from March 31, 2027 to March 31, 2029.

Alternatives:

- That Committee recommend Council request an extension of the Municipality's land rent remission for a period other than two years.
- That Committee receive the report for information and take no further action.

Background:

- In 2024 the Municipality expected to pay approximately \$734,000 in land rent to Parks Canada.
- The July 2024 Jasper Wildfire destroyed approximately one-third of the structures in the community and reduced the Municipality's taxable property assessment base by approximately \$190 million.
- On September 27, 2024, the Government of Canada approved land rent and licence fee relief for the Municipality of Jasper and other Parks Canada leaseholders in Jasper National Park under the *Jasper National Park of Canada Rent and Fee Remission Order*,
 - Under the Order, the Municipality received remission of rents payable to Parks Canada from April 1, 2024 to March 31, 2027.
- On September 13, 2024, Council formally requested financial support from the Government of Alberta to assist with tax relief and revenue stabilization in response to the financial impacts of the wildfire.
- On March 14, 2025, the Municipality completed a Tax Relief and Revenue Stabilization Conditional Grant Agreement with the Government of Alberta, providing funding for actual wildfire-related municipal revenue losses on a 90:10 provincial-municipal cost-share basis through June 30, 2029.

Discussion:

The Municipality continues to experience financial impacts resulting from the 2024 Jasper Wildfire. While Jasper's assessment base has begun to recover through rebuilding and changes in property values, increases in the value of surviving properties do not replace the municipal revenue that would otherwise have been generated by properties destroyed in the wildfire.

For the 2026 taxation year, Administration worked with the municipal assessor to estimate the assessment that destroyed properties would have generated had the wildfire not occurred. This analysis estimated an

approximately \$2.25 million annual reduction revenue attributable to the continuing loss of assessment and utility customers.

Physical recovery will also continue beyond the expiry of the existing federal land rent remission. Many properties destroyed by the wildfire have not yet been rebuilt and returned to occupancy. The Government of Canada also continues to support Jasper's recovery, including interim housing extending into 2028. The Municipality will therefore continue to operate in a post-disaster environment while the community rebuilds its housing, commercial properties and assessment base.

The Government of Alberta's Tax Relief and Revenue Stabilization Conditional Grant Agreement recognizes the continuing municipal fiscal impacts of the wildfire. Provincial support is based on actual wildfire-related municipal revenue losses reported annually by the Municipality. The agreement remains in effect until June 30, 2029.

Extending the federal land rent remission to March 31, 2029 would more closely align the duration of federal relief with the period during which the Province has established a mechanism to recognize continuing wildfire-related municipal revenue losses.

The existing federal land rent remission has reduced municipal expenditures during the recovery period. Resuming land rent payments in 2027 would add an estimated annual expenditure of approximately \$779,000, subject to actual CPI adjustments, while the Municipality continues to experience reduced property tax capacity.

Without offsetting revenues, this expenditure would ultimately need to be accommodated through increased municipal taxation or service reductions.

Extending the remission would allow financial resources that would otherwise be used for land rent to remain available to support municipal operations and recovery. The request would not seek a permanent change to the Municipality's land rent obligations. It would extend the existing temporary relief for two additional years in recognition of the continuing effects of the wildfire.

Administration recommends requesting a two-year extension to March 31, 2029 because it maintains the temporary nature of the federal relief while more closely aligning its duration with the period during which wildfire-related municipal revenue losses are recognized through the provincial revenue stabilization program.

Strategic Relevance:

- Advance interests of strategic importance to secure policy and funding outcomes.

Inclusion Considerations:

Maintaining municipal fiscal capacity supports continued delivery of municipal services to residents and community members during recovery. Resuming land rent payments while wildfire-related revenue losses continue could place additional pressure on local taxpayers or require the Municipality to consider reductions in municipal expenditures or services.

Relevant Legislation:

- [Agreement for the Establishment of Local Government in Jasper \(2001\)](#)
- [Jasper National Park of Canada Rent and Fee Remission Order \(SI/2024-47\)](#)

Financial:

The Municipality's annual land rent payable to Parks Canada was \$733,513 in 2024 and is adjusted annually based on changes in the Consumer Price Index.

The existing federal remission applies to rents payable through March 31, 2027. The proposed extension to March 31, 2029 would provide relief for two additional federal fiscal years (2027–28 and 2028–29).

Based on actual 2025 CPI and an assumed 2% annual increase thereafter, Administration forecasts annual land rent requirements of approximately \$779,000 in 2027 and \$795,000 in 2028.

Attachments:

- None

AGENDA ITEM 7.3

REQUEST FOR DECISION

Subject: Rural Renewal Stream
From: Bill Given, Chief Administrative Officer
Prepared by: Lisa Daniel, Executive Advisor
Date: October 13, 2026



Committee Recommendation:

- That Committee advocate to the Government of Alberta for an increased allocation under the Rural Renewal Stream for 2027 to better support Jasper's workforce and economic recovery needs.
- That Committee recommend Council consider appointing one member of Council to the Jasper Rural Renewal Steering Committee in accordance with Policy A-107, Council Representation on External Boards and Committees.

Alternatives:

- That Committee receive the Rural Renewal Stream report for information and take no further action.

Background:

At its July 7, 2026 meeting, Council received correspondence from the Jasper Employment & Education Centre (JEEC) providing an update on the Rural Renewal Program and changes introduced by the Government of Alberta for 2026. Committee directed administration to:

...return to a future Committee meeting with a report on the Rural Renewal Program; including recommendations, before the annual Organizational meeting.

Discussion:

The Rural Renewal Stream is an immigration pathway intended to support designated rural communities experiencing workforce challenges by providing eligible workers with an opportunity to pursue permanent residency. JEEC has administered the program locally since 2022 and is responsible for assessing employer and candidate eligibility, ensuring compliance with provincial requirements, providing information to employers and workers, and issuing endorsement letters. Participation in the Rural Renewal Program is voluntary and the program is not provincially funded.

Following the 2024 wildfire, Jasper paused issuing new endorsement letters. JEEC had intended to resume issuing endorsements in early 2026; however, the Government of Alberta subsequently introduced annual community-specific allocations. Jasper received an allocation of nine candidate invitations for 2026. At the time the allocation was announced, 34 individuals in Jasper already held valid endorsement letters and were awaiting an invitation. All nine of Jasper's 2026 invitations have now been issued.

Following Council's discussion of the JEEC correspondence, Administration requested additional information regarding the provincial allocation process, participation by other communities, the Rural Renewal Steering Committee, and potential advocacy opportunities.

Provincial Allocations

Community-specific allocations were introduced by the Government of Alberta in 2026. Jasper's allocation of (9) nine invitations was announced in January 2026. JEEC anticipates that, if the Province follows the same schedule, 2027 allocations will be announced in January.

The Province does not publicly provide individual community allocation numbers or the system they use to award allocations. Economic Immigration Services, a branch under the Ministry of Jobs, Economy and Trade (JET) advised that community allocations are established annually and are based on community population, program usage and the availability of provincial nomination allocations. Allocations remain in effect for the calendar year, with an opportunity for additional or unused allocations to be redistributed later in the year.

Hinton currently participates in the Rural Renewal Program and notes on its website that it received an allocation of 31 spots. Of the other communities referenced by Council, Sylvan Lake discontinued its participation in 2024, while Banff, Canmore and Drumheller do not currently administer the program. Banff and Canmore are not considered eligible rural communities due to their proximity to Calgary.

Other Pathways

Other provincial and federal immigration pathways are available to employers and workers, including programs applicable to the tourism and hospitality sector.

Rural Renewal is the only immigration program JEEC actively administers in partnership with Alberta Immigration; however, it is only one of several pathways to permanent residency. Most pathways can be pursued independently without employer or agency support, and JEEC advises that the majority of its clients applying for permanent residency do so through pathways other than Rural Renewal. JEEC's Temporary Foreign Worker Coordinator also provides broader support to individuals navigating immigration, employment and settlement matters.

Provincial Advocacy

JEEC's original correspondence identified provincial advocacy as another potential action for Council, specifically requesting consideration of an increased Rural Renewal allocation for Jasper in 2027.

Alberta Immigration is already aware of Jasper's interest in additional invitations through its regular correspondence with JEEC. Council could further support local workforce recruitment and retention by advocating for Jasper's unique workforce needs to be considered when the Province determines 2027 Rural Renewal allocations.

Rural Renewal Steering Committee

When JEEC began administering the Rural Renewal Program, it established a Jasper Rural Renewal Steering Committee with representation from local social and economic organizations. Council previously had representation on the committee. The committee participates in program evaluation and consultation as required and historically meets approximately two to four times per year.

The Rural Renewal Initiative Stream Stakeholder Committee is identified in [Appendix A of the Municipality's Council Representation on External Boards and Committees Administrative Procedures \(A-107\)](#) as an external committee with one Council representative. Renewing Council representation would be consistent with this existing framework. The Steering Committee is expected to meet in early October. The primary purpose of the meeting will be to determine if and how Jasper should administer the Rural Renewal Program in 2027.

Strategic Relevance:

- Support local businesses to enhance economic resilience.
- Invest in practices and processes which support high-quality decision making.
- Advance interests of strategic importance to secure policy and funding outcomes.

Inclusion:

The Rural Renewal Stream provides eligible foreign workers with a pathway to permanent residency, supporting workforce retention and opportunities for individuals and families to establish long-term roots in Jasper. Municipal representation on the Steering Committee provides an opportunity to consider diverse community perspectives in the ongoing administration of the program.

Relevant Legislation:

- [Immigration and Refugee Protection Regulations \(Canada\), section 87](#)
- [Jasper Policy A-107 \(Council Representation on External Boards and Committees\)](#)
- [Alberta Advantage Immigration Program – Rural Renewal Stream eligibility and community designation requirements](#)

Financial:

There are no new financial impacts associated with approving the motions.

Attachments:

None

AGENDA ITEM 7.4

REQUEST FOR DECISION

Subject: Business Continuity Plan Development
From: Bill Given, Chief Administrative Officer
Prepared by: Lisa Daniel, Executive Advisor
Date: October 13, 2026



Committee Recommendation:

- That Committee receive the Business Continuity Plan Project Update for information.

Alternatives:

- That Committee direct administration to return with additional information on Business Continuity Plan Project.

Background:

- On May 16, 2023, Council adopted Business Continuity Policy B-122, establishing the Municipality of Jasper's commitment to developing, maintaining and regularly reviewing a Business Continuity Plan for municipal services.

Discussion:

Work on the Plan was originally scheduled to begin in 2024, with the Municipality preparing to award a contract when the 2024 Jasper Wildfire occurred. As municipal efforts shifted to recovery and rebuilding, the project was postponed.

The Business Continuity Policy recognizes the importance of preparing for events that may disrupt municipal operations, such as wildfires, extreme weather, power outages or other unforeseen circumstances. The Business Continuity Plan will help the Municipality identify and prioritize critical services and establish the resources and processes needed to maintain or restore operations during a disruption.

In August 2026, the Municipality awarded a contract to BDO Canada LLP to support the development of a comprehensive Business Continuity Plan. The agreement was signed on August 20, 2026, with a contract value of \$51,000, excluding applicable taxes, within the approved project budget of \$60,000

Following the project kickoff meeting, work is now moving into the assessment and departmental engagement stages. This includes a Business Impact Analysis (BIA), which will involve representatives from across all municipal departments to identify critical services, assess operational dependencies and determine recovery requirements.

The findings from this work will guide the development of the Business Continuity Plan, including practical strategies and departmental procedures to support the continuity and restoration of municipal services.

Next Steps:

The project will proceed through five phases:

1. Initiation and Engagement (September–October 2026): Project kickoff, document review and stakeholder engagement planning.
2. Risk Assessment and Business Impact Analysis (October 2026–January 2027): Identify risks, prioritize critical services and assess workforce continuity needs.
3. Plan Development (January–March 2027): Develop the Business Continuity Plan, departmental procedures and policy recommendations.
4. Validation (March 2027): Conduct a tabletop exercise to test and refine the Plan.
5. Training and Implementation (March–May 2027): Deliver staff and leadership training, implementation tools and a final Council briefing.

In accordance with [Business Continuity Policy B-122](#), the completed Plan will be presented to the Emergency Advisory Committee for approval.

Strategic Relevance:

- Focus on prevention, mitigation and preparation for natural disasters.
- Provide and maintain the core services and infrastructure that enable the visitor economy.
- Empower our staff by investing in the training and tools they require.

Inclusion:

The development of the Business Continuity Plan will involve representatives from across all municipal departments to ensure the unique needs of different services, staff and the community are considered. The Plan will support a coordinated and inclusive approach to maintaining essential municipal services during disruptions.

Relevant Legislation:

- [Municipality of Jasper Business Continuity Policy B-122](#)

Financial:

The project remains within the approved budget, and no additional funding is being requested.

Attachments:

None

MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)	STATUS
Tax Policy – Principles & Engagement Approach	February 10, 2026	CAO and Director of Finance & Administration	That Committee direct Administration to undertake the engagement process, as discussed, on the proposed areas of focus and guiding principles for a Tax Policy and return to a future meeting.	October 2026	
Green Space Vision Plan	May 12, 2026	Director of Urban Design & Standards	That Committee direct Administration to refer the financial costs and available grant funding for the preparation of a new plan for green spaces to the 2027 budget discussion.	November 2026	
Jasper Economic Impact & Opportunity Assessment	June 9, 2026	CAO	That Committee direct Administration to return to a future Committee of the Whole meeting prior to 2026 budget presentations with a report identifying opportunities for Council and the Municipality to support the recommendations and strategic actions in the report presented today.	October 2026	
External Funding Trends & Community Outreach Services Capacity	June 9, 2026	Director of Community Development	That Committee direct Administration to report on options to maintain community social service levels as part of 2027 budget deliberations.	November 2026	
Rural Renewal Program	July 7, 2026	CAO	That Council direct Administration to return to a future Committee meeting with a report on the Rural Renewal Program; including recommendations, before the annual Organizational meeting.	October 2026	
Jasper Municipal Leasehold Assets Society Transfer of Assets	August 25, 2026	CAO Director of Protective & Legislative Services	That in the interim, Committee direct Administration to consult with our auditors regarding the potential to have an assignment of some of the leasehold assets directly to the Jasper Municipal Housing Corporation.	November 2026	

Municipality of Jasper

Indigenous Relations Strategy	August 25, 2026	Director of Community Development	That Committee refer the Indigenous Relations Strategy to a Council workshop to be arranged with Administration.	October 2026	
Municipal Recovery Transition Framework	August 25, 2026	CAO	That Committee direct Administration to develop a draft terms of reference for an Economic Development Advisory Committee and return to a future Committee of the Whole meeting.	November 2026	
Green Burials	August 25, 2026	Director of Operations & Utilities	That Committee direct Administration to prepare a report on the potential for adding a green burial area to the Jasper Cemetery and/or the possibility of allowing natural burial in the existing cemetery and return to a future Committee of the Whole meeting.	November 2026	
Bylaw #40 - Jasper Municipal Tax Penalties Bylaw	September 15, 2026	CAO and Director of Finance & Administration	Council refer to Committee of the Whole a consideration of a possible refund of penalties to the Astoria Hotel and a review of Bylaw #40.	December 2026	
2027 Visitor Paid Parking Program	September 29, 2026	Directors of Operations & Utilities, and Protective & Legislative Services	That Committee direct Administration to return to a future meeting with additional information on the proposed Visitor Paid Parking program zone expansion. That Committee direct Administration to explore options for collecting data on resident versus visitor use of Visitor Paid Parking spaces and report back to a future Committee of the Whole meeting with findings and potential data collection methods.	December 2026	