

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**  
May 19, 2026 | 1:30 pm  
Jasper Library & Cultural Centre – Quorum Room  
[Municipality of Jasper Strategic Priorities 2026-2030](#)



**Notice:** Council members and staff are at the Jasper Library and Cultural Centre. Members of the public can attend meetings in person; view meetings through the Zoom livestream; or view archived Council meetings on YouTube at any time. **To live-stream this meeting starting at 1:30 pm, use this Zoom link:**  
<https://us02web.zoom.us/j/87657457538>

**1 CALL TO ORDER**

**2 APPROVAL OF AGENDA**

2.1 Regular meeting agenda, May 19, 2026 attachment

*Recommendation: That Council approve the agenda for the regular meeting of May 19, 2026 as presented.*

**3 APPROVAL OF MINUTES**

3.1 Regular meeting minutes, May 5, 2026 attachment

*Recommendation: That Council approve the minutes of the May 5, 2026 Regular Council meeting as presented.*

3.2 Committee of the Whole meeting minutes, May 12, 2026 attachment

*Recommendation: That Council approve the minutes of the May 12, 2026 Committee of the Whole meeting as presented.*

**4 DELEGATIONS**

4.1 Municipality of Jasper Library Board attachment

*Recommendation: That Council accept the Financial Review for the Municipality of Jasper Library Board.*

**5 CORRESPONDENCE**

**6 NEW BUSINESS**

6.1 Director's Report – Community Development attachment

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

6.2 Mayor's Awards Policy attachment

*Recommendation: That Council approve B-115, the Mayor's Awards Policy as presented; and that Council rescind the previous Mayor's Awards Policy B-015.*

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6.3 Housing Reserve Transfer

*Recommendation: That Council allocate \$876,185 of remaining insurance proceeds for 1251 Cabin Creek Drive to the Fixed Asset Reserve Fund.*

6.4 Wildfire Utility Repairs Phase 2: Water Utility Rehabilitation

*Recommendation: That Council amend the 2026 capital budget to include the Wildfire Utility Repairs – Phase 2 project at an estimated total budget of \$7,630,000, to be funded in part by the Disaster Recovery Program/HARP, borrowing, and reserves.*

6.5 Jasper Water Services Bylaw 2026 attachment

*Recommendation: That Council read for the third time, Bylaw #279, being a bylaw of the Municipality of Jasper in the province of Alberta to provide for the regulation of water services.*

6.6 Taxation Rates Bylaw 2026 attachment

*Recommendation: That Council read for the first time, Bylaw #280, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize the rates of taxation to be levied against assessable property within the Municipality of Jasper for the 2026 taxation year.*

*That Council read for the second time, Bylaw #280, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize the rates of taxation to be levied against assessable property within the Municipality of Jasper for the 2026 taxation year.*

6.7 Door-to-Door Solar Sales Resolution– Mayor Ireland attachment

6.8 Insurance Deadline Communication – Councillor Rodger attachment

**7 NOTICES OF MOTION**

**8 COUNCILLOR REPORTS**

**9 UPCOMING EVENTS**

[NETMA](#) – 4:30pm-6:30pm, May 20, Earls Kitchen & Bar

Alberta/Japan Twinned Municipalities Association Conference – May 22 & 23, Lacombe

[58th Annual Jasper United Church Spring Plant Sale](#) – 10am-4pm, May 29 & 30, Jasper-Yellowhead Museum & Archives

[Federation Canadian Municipalities Annual Conference](#) – June 4-7, Edmonton

[Jasper Park Chamber of Commerce AGM](#) – 8am-10am, June 11, Golf Club House, JPL

**10 ADJOURNMENT** *Recommendation: That, there being no further business, the regular meeting of May 19, 2026 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, May 5, 2026 | 1:30pm  
 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 Kable Kongsrud, Councillors Ralph Melnyk, Kathleen Waxer, Laurie Rodger, Danny Frechette, and Wendy Hall.		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Natasha Malenchak, Director of Finance & Administration Christopher Read, Director of Community Development Doug Olthof, Director of Recovery Beth Sanders, Director of Urban Design & Standards Emma Acorn, Legislative Services Coordinator Charlie Finley, Resident Bob Covey, The Jasper Local 8 observers		
Call to order	Mayor Ireland called the May 5, 2026 Regular Council meeting to order at 1:31pm began with a <a href="#">Traditional Land Acknowledgement</a> . He also encouraged everyone to visit the “Red Dress Day” installations along Patricia Street today, as May 5th is a Day of Awareness for Missing & Murdered Indigenous Women, Girls, LGBTQ+ individuals & Two-Spirit People.		
Additions/ deletions to agenda	none		
Approval of agenda #188/26	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the agenda for the May 5, 2026 Regular Council meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Regular minutes #189/26	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the minutes of the April 21, 2026 Regular Council meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Committee of the Whole minutes #190/26	MOTION by Councillor Hall – BE IT RESOLVED that Council approve the minutes of the April 28, 2026 Committee of the Whole meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Business arising from minutes	none		
Delegations	Resident Charlie Finley shared his concerns on the height of buildings being rebuilt in the townsite.		
Correspondence – President of Treasury Board & Minister of Finance Nate Horner	Mayor Ireland shared correspondence he received from President of Treasury Board & Minister of Finance Nate Horner regarding the approaching two-year statutory insurance claim deadline from the 2024 Jasper wildfire.		

#191/26	MOTION by Councillor Rodger that Committee receive the correspondence for information.			
	FOR 6 Councillors	AGAINST 0 Councillor		CARRIED
	Councillor Frechette joined the meeting at 1:54pm.			
Jasper Recovery Coordination Centre Progress Update #192/26	Council received a Jasper Recovery Coordination Centre Progress Update from Director of Recovery Doug Olthof. Highlights included a summary of key recovery activities as well as a deeper dive into economic recovery.			
	MOTION by Councillor Waxer – BE IT RESOLVED that Council receive the report for information.			
	FOR 7 Councillors	AGAINST 0 Councillors		CARRIED
Director's Report – Finance & Administration	Council received a department update from Director of Finance & Administration Natasha Malenchak. The report provided information on major projects in information technology; the annual audit; staffing; utilities and taxes; business licensing; payables; communications; engagement; and more.			
#193/26	MOTION by Councillor Melnyk – BE IT RESOLVED that Council receive the report for information.			
	FOR 7 Councillors	AGAINST 0 Councillors		CARRIED
Day of Awareness for Missing & Murdered Indigenous Women, Girls, 2SLGBTQI+ individuals, & Two-Spirit People (MMIWG2S), also known as "Red Dress Day", Proclamation #194/26	Council received a proclamation request from the Community Development department.			
	MOTION by Councillor Hall – BE IT RESOLVED that Council proclaim May 5, 2026 a local Day of Awareness for Missing & Murdered Indigenous Women, Girls, 2SLGBTQI+ individuals & Two-Spirit People (MMIWG2S), also known as "Red Dress Day."			
	FOR 7 Councillors	AGAINST 0 Councillors		CARRIED
Recess	Mayor Ireland called a recess from 2:48pm to 3:00pm.			
Jasper Municipal Housing Corporation Connaught Below Market Housing Loan Guarantee Bylaw #195/26	MOTION by Councillor Rodger – BE IT RESOLVED that Council read for the third time, Bylaw #278, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize a loan guarantee for the Jasper Municipal Housing Corporation.			
	FOR 7 Councillors	AGAINST 0 Councillors		CARRIED
Jasper Water Services Bylaw 2026 #196/26	MOTION by Councillor Melnyk – BE IT RESOLVED that Council read for the first time, Bylaw #279, being a bylaw of the Municipality of Jasper in the province of Alberta to provide for the regulation of water services.			
	FOR 7 Councillors	AGAINST 0 Councillors		CARRIED

#197/26 MOTION by Councillor Waxer – BE IT RESOLVED that Council read for the second time, Bylaw #279, being a bylaw of the Municipality of Jasper in the province of Alberta to provide for the regulation of water services.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Notices of Motion none

Councillor Reports Councillor Melnyk, Mayor Ireland, as well as Councillors Hall; Kongsrud; Waxer; and Frechette attended a session hosted by the Resiliency Institute on April 22nd titled “From Disaster to Possibility”.

Councillor Melnyk participated in a Community Futures West Yellowhead board meeting via Zoom on April 23rd.

Mayor Ireland, Councillor Melnyk, and Councillor Waxer met as the Emergency Advisory Committee meeting on April 23rd as part of an emergency management exercise.

Councillor Waxer attended a Family & Community Support Services Association of Alberta board meeting in Edmonton yesterday.

Mayor Ireland, Councillor Waxer, and Councillor Hall met as the Legislative Committee on April 27th.

Councillors Hall and Waxer attended a Recovery Advisory Committee yesterday.

Mayor Ireland and Councillors Waxer; Frechette; Kongsrud; and Melnyk participated in a leadership meeting with Goodstoney First Nation on Wednesday, April 29th.

Mayor Ireland attended the following events:

- Jasper Community Team Society meeting on April 16th;
- Joined MLA Janis Irwin and Councillor Hall during Pride Week on April 17th for a Coffee Chat;
- Spoke at the Jasper Canadian Rockies Half Marathon on April 25th;
- Wildfire Resiliency Information Session on April 29th;
- Hosted MLA Martin Long on April 30th;
- Opening ceremony for the UpLift! Mural Festival at the Jasper Art Gallery on May 1st;
- Spoke at an event for the “Jasper Ladies” Amazing Race on May 1st; and
- UpLift! Mural Festival event at Legion on Saturday night.

Mayor Ireland; along with Councillors Hall; Waxer; Melnyk; Kongsrud; and Rodger participated in an Intergovernmental meeting earlier today.

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

Move In-camera #198/26 MOTION by Councillor Waxer to move in-camera at 3:13pm to discuss agenda items:

- 10.1 Intergovernmental Matters ATIA s. 26(1)(a)(i)

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Mr. Given, Ms. Sanders, and Ms. Acorn also attended the in-camera session.

Move out of camera #199/26 MOTION by Councillor Melnyk to move out of camera at 4:09pm.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Adjournment  
#200/26

MOTION by Councillor Hall – BE IT RESOLVED that, there being no further  
business, the Regular Council meeting of May 5, 2026 be adjourned at 4:10pm.

FOR  
7 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, May 12, 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 Kable Kongsrud, Councillors Ralph Melnyk, Wendy Hall, Laurie Rodger, and Kathleen Waxer
Absent	Councillor Danny Frechette
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Natasha Malenchak, Director of Finance & Administration Courtney Donaldson, Director of Operations & Utilities Doug Olthof, Director of Recovery Isla Tanaka, Town Planner Michael Borland, Town Planner Emma Acorn, Legislative Services Coordinator 8 observers
Call to Order	Deputy Mayor Kongsrud called the May 12, 2026 Committee of the Whole meeting to order at 9:30am.
Additions/deletions to the agenda	none
Approval of agenda #201/26	MOTION by Councillor Waxer that Committee approve the agenda for the May 12, 2026 Committee of the Whole meeting as presented.  FOR 6 Councillors                      AGAINST 0 Councillor  <b>CARRIED</b>
Business arising from minutes	none
Delegations	none
Correspondence	none
Mayor's Awards Policy	Committee received a draft policy for consideration from Director of Protective & Legislative Services Christine Nadon. Updates to the policy were requested by Council in March following the annual deliberations for the Mayor's Recognition Awards.

#202/26	MOTION by Councillor Waxer that Committee recommend Council approve the Mayor's Awards Policy as presented.			
	FOR	AGAINST		
	6 Councillors	0 Councillor		CARRIED
#203/26	MOTION by Councillor Waxer that Committee recommend Council rescind the previous Mayor's Awards Policy B-015.			
	FOR	AGAINST		
	6 Councillors	0 Councillor		CARRIED
Green Space Vision Plan	Committee received a report from CAO Bill Given and Town Planner Isla Tanaka. Ms. Tanaka reviewed the history of the 2003 Green Space Vision Plan and future considerations for public engagement in developing a new plan. Mr. Given assisted in answering Committee questions.			
#204/26	MOTION by Mayor Ireland 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.			
	FOR	AGAINST		
	6 Councillors	0 Councillor		CARRIED
Visitor Paid Parking Revenue Policy	Committee received a first draft of a Visitor Paid Parking Revenue Policy for consideration. CAO Bill Given reviewed the recommendations and alternatives available for moving forward.			
Recess	Deputy Mayor Kongsrud called a recess from 10:23am to 10:30am.			
Visitor Paid Parking Revenue Policy #205/26	MOTION by Councillor Hall that Committee direct Administration to return to a future Committee of the Whole meeting with an updated draft policy following discussions today.			
	FOR	AGAINST		
	6 Councillors	0 Councillor		CARRIED
Housing Reserve Transfer	Committee received a request for decision regarding the allocation of insurance proceeds following the 2024 wildfire and the property at 1251 Cabin Creek Drive. Director of Finance & Administration Natasha Malenchak reviewed the report and answered Committee questions.			
#206/26	MOTION by Councillor Waxer that Committee recommend Council allocate \$876,185 of remaining insurance proceeds for 1251 Cabin Creek Drive to the Fixed Asset Reserve Fund.			
	FOR	AGAINST		

6 Councillors                      0 Councillor    CARRIED

Wildfire Utility Repairs Phase 2: Water Utility Rehabilitation      Committee received a report from Director of Recovery Doug Olthof regarding utility repairs and potential funding following the 2024 wildfire. Mr. Olthof reviewed the recommendations and alternatives for consideration. Mr. Given and Ms. Malenchak also assisted with Committee questions.

#207/26      MOTION by Mayor Ireland that Committee recommend Council amend the 2026 capital budget to include the Wildfire Utility Repairs – Phase 2 project at an estimated total budget of \$7,630,000, to be funded in part by the Disaster Recovery Program/Harp, borrowing, and reserves; and

That Committee direct Administration to bring forward a borrowing bylaw when actual project costs and Disaster Recovery Program (DRP) contribution are confirmed.

FOR                                      AGAINST  
6 Councillors                      0 Councillor    CARRIED

Motion Action List      Administration reviewed the Motion Action List.

#208/26      MOTION by Councillor Melnyk that Committee approve the updated Motion Action List with the removal of the following items:

- Water Services Bylaw
- Mayor’s Awards
- Visitor Paid Parking Revenue Policy
- 2003 Green Space Vision Plan

And date changes for the following items:

- Recovery Advisory Committee Terms of Reference

FOR                                      AGAINST  
6 Councillors                      0 Councillors    CARRIED

Councillor upcoming meetings      Councillors Melnyk and Frechette plan to attend the Alberta/Japan Twinned Municipalities Association conference in Lacombe on May 22nd & 23rd.

Councillor Melnyk will be joining a Zoom meeting on May 25th hosted by Climate Caucus Prairies Chapter. Councillor Hall will be speaking on a panel during the meeting.

Mayor Ireland will be in Edmonton the next few days with plans to visit the “Housing Forward: 2026 Prairies Affordable Housing Summit”; to join Ryan Jespersen on “Real Talk” tomorrow morning; and to speak at the Canadian Risk & Hazard Network Symposium taking place at the Northern Alberta Institute of Technology on Thursday morning.

Councillor Waxer attended a number of UpLift! Mural Festival events over the weekend and shared congratulations to the organizers on their continued success.

Upcoming Events      Council reviewed a list of upcoming events.

Adjournment  
#209/26

MOTION by Mayor Ireland that, there being no further business, the Committee of the Whole meeting of May 12, 2026 be adjourned at 11:22am.

FOR  
6 Councillors

AGAINST  
0 Councillors

CARRIED

Annual Spring Report 2026  
And  
Financial Review for 2025



Jasper Municipal Library

# Library Service in Alberta



**Operates under the Libraries Act and Libraries Regulation**



**The Library Board is a governing board**

Required to have a Plan of Service created with local input

Required to have policies to meet library, employment and Health and Safety legislation

# Plan of Service 2025 - 2029

## Priorities

- Community Gather Space
- Engage in Early Childhood Literacy Development Opportunities
- Engage School-Age Children and Teens
- Pursue Personal Interests and Self-Development

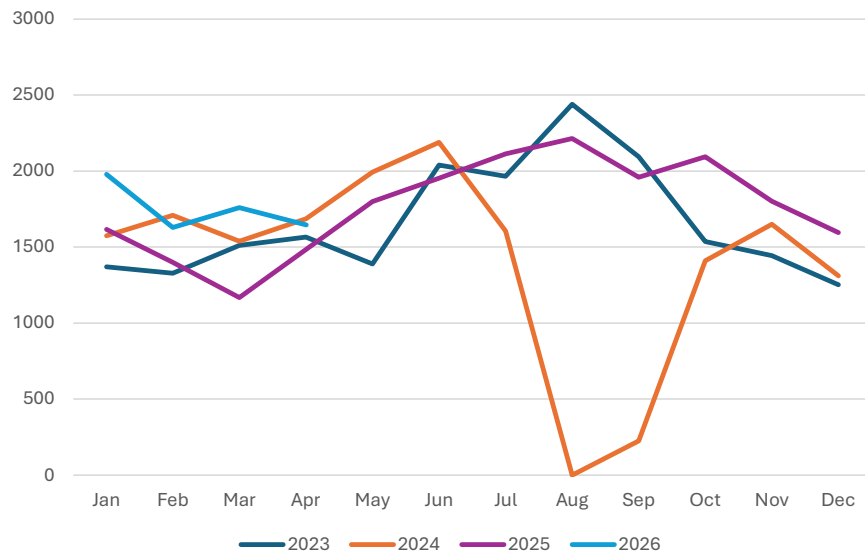


# Library Operations

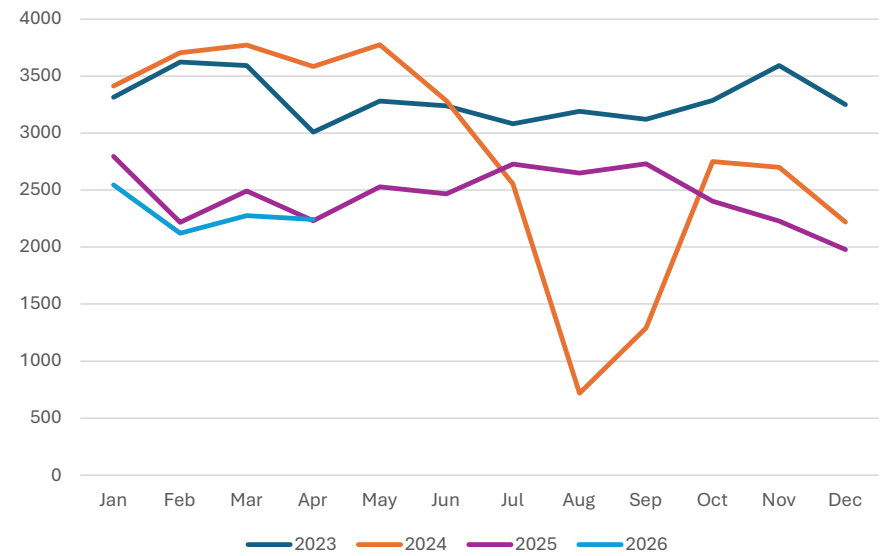
- Open 6 days per week for 48 hours
- 4 regular staff
- 6 casual staff
- 8 regular volunteers
- Programs include
  - Saturday Storytime
  - Tween Steam
  - From the Stacks
  - Book Club
- Services include
  - Borrowing physical and digital resources
  - Interlibrary loans
  - Printing, scanning, faxing
  - Public computers
  - Exam supervision
  - Wifi
- Events include
  - Alberta Culture Days
  - Dark Sky Festival

# Statistics

## Visitor Count



## Total Circulation





# Jasper Municipal Library

## Annual Report 2025



The library had **2,400** open hours in 2025!



**1,178** people have a card at our library



**21,198** people walked through our doors last year



In addition to **19,523** website visits



The library added **943** new items last year



Bringing the total collection to **18,112**



There were **4,924** downloads of e-Content



Contributing to a total of **25,843** checkouts!



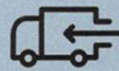
We lent our items to libraries outside of our system **3,945** times



Our service is delivered by **13** dedicated staff



And **10** amazing volunteers



And brought in **4,452** items upon patron request



We answered **721** reference questions



And our meeting spaces were booked **323** times



The library has **3** public computers



We offered **253** in-person programs



**3,577** people attended in total!



And our Wi-Fi had **53,088** connections!

# Projects Completed

- All computers updated to Windows 11
  - 3 new computers purchased by Jasper Friends of the Library Society
- Updated library computer system
  - Coordinated through Yellowhead Regional Library (YRL)
- Blinds installed in front window
  - Purchased with reserve funds
- Facing It Together: Ecological Grief, Resilience, and Community
  - Workshop funded by Jasper Friends of the Library Society

# The BIG project

Facilitated by the Informing Climate Action Team, School of Information at the University of British Columbia as part of a larger grant funded project.

Library specific information on disaster recovery is rare but growing.

We were interested in how does the library support the community in recovery while they too are recovering?

Members of the staff, Board and Jasper Friends of the Library Society participated.

[“Last Responders”: Libraries as Long-term Recovery Infrastructure](#)

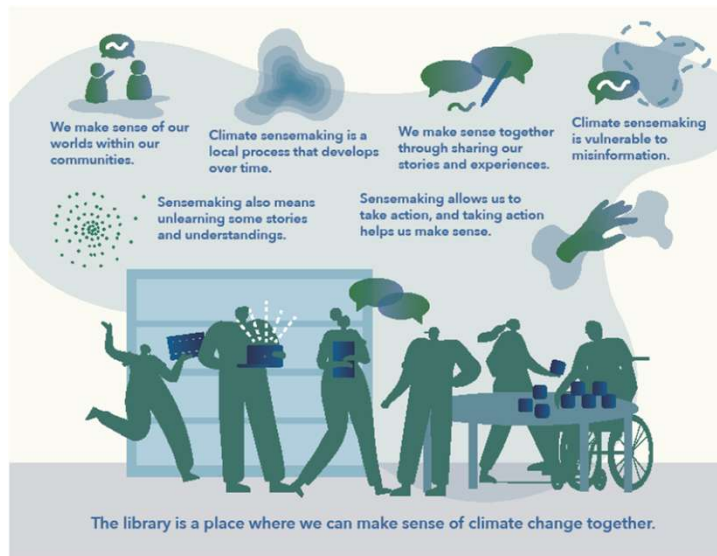


## “Last Responders”: Libraries as Long-term Recovery Infrastructure Report on the Jasper Photovoice Project

Prepared by the Informing Climate Action Team  
Daniel Hackborn, Luanne Sinnamon & Lisa P. Nathan  
University of British Columbia  
In partnership with the  
Jasper Municipal Library  
Angie Thom, Director of Library Services, with library staff and volunteers

February 16, 2026

# From the big project



## Informing Climate Action Sensemaking



### Community-Based Climate Engagement: Reports from the Field

🕒 April 23, 9:00 AM - 10:15 AM

📍 Cedarbridge

75 minutes

#### Speakers

AT

**Angie Thom**  
Director of Library Services, Jasper Municipal Library



**Diana Marshall**  
Customer Services Specialist, Fraser Valley Regional Library

JW

**Julia Wagner**  
Assistant Library Director, Salt Spring Island Public Library Association



**Laura Harris**  
Chief Librarian, Nelson Public Library

LN

**Lisa Nathan**  
Professor, University of British Columbia



**Luanne Sinnamon**  
Professor, UBC School of Information

# Projects underway

## Policy updates and handbook revision

- Including POPA & ATIA

## Future staffing plans

- Upcoming retirements
- Increasing community supports

## Health and Safety

- Emergency Response Plan revision
- Staff training

## Increasing cyber security (YRL)

- Public computers



# Bill 28 Municipal Affairs and Housing Statutes Amendment Act, 2026

- Includes changes to the [Libraries Act](#)
- Provides the Minister of Municipal Affairs broader authority to inspect a library board or public library
- Provides the Minister authority to make regulations regarding access to and use and borrowing of public library property including restricting access, use, and borrowing based on age.
- Provides the Minister authority to develop guidelines for libraries regarding access to and use and borrowing of public library property, including how to deal with explicit materials.

[Municipal Affairs and Housing Statutes Amendment Act, 2026](#)

# Bill 28 Implications

- Physical separation of materials that meet the Provincial definition of explicit visual materials
- Controlled access to these materials through library staff
  - Impacts adults as well as children
- Reduction in local board autonomy
- Regulations have not been drafted yet, so hard to plan for implementation
  - Space
  - Staff time to collect and re-catalogue physical items
  - Staff training including new processes and de-escalation training
  - Additional personal information may be required from library members

# 2025 Financial Review

Included in agenda package



Thank you

Questions?

**Jasper Municipal Library  
Financial Review 2025**

Financial statements, Notes to reader, Adjusting entries  
Prepared by: Andrea Terrill, CPA

**Financial Review Report  
For Year ended December 31, 2025**

**To: The Board of the Jasper Municipal Library**

I have reviewed the accompanying financial statements of Jasper Municipal Library, which comprise the statement of financial position as of December 31, 2025 and the related statement of activities, balance sheet for the year then ended and the related equity to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. A review of the financial statements in accordance with for review engagements is a limited assurance engagement. Accordingly, I do not express such an opinion.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in Canadian standards; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Accountants' Responsibility**

My responsibility is to conduct the review engagement in accordance with of Canadian Generally Accepted Accounting Principles (GAAP). The standards provided the framework of broad guidelines, conventions, rules and procedures of accounting. Those standards require to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted by Canadian standards. I believe that the results of my procedures provide a reasonable basis for the conclusion.

**Accountants' Conclusion**

Based on the financial review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with Canadian Generally Accepted Accounting Principles (GAAP).

*Andrea Terrill*

Andrea Terrill, CPA  
May 4, 2026

**Jasper Municipal Library  
As at December 31, 2025**

Account No	Revenues	Budget 2025	Actual 2025	Actual 2024
<b>REVENUES</b>				
4010	GRANT - MUNICIPAL	213,156.00	213,156.00	207,957.00
4020	GRANT - PROVINCIAL	34,704.00	34,704.00	34,704.00
4030	GRANT - CANADA SUMMER JOB			
4040	GRANT - OTHER			
4050	FROM CAPITAL RESERVES	13,000.00	13,000.00	
4100	INTEREST INCOME	500.00	89.38	5,603.44
4110	MEMBERSHIPS			
4120	FINES			1,024.85
4130	EQUIPMENT USE & PRINTING	3,000.00	4,277.50	3,181.05
4140	BOOK SALE	1,500.00	1,123.70	1,215.00
4150	FRIENDS OF THE LIBRARY SALES		320.00	730.00
4170	RENT REVENUE	2,600.00	5,550.00	2,575.00
4180	DONATIONS	500.00	773.50	247.40
4182	DONATION FROM FRIENDS OF THE LIBRA		4,743.47	4,580.57
4185	EXAM INVIGILATION	100.00	325.00	350.00
4190	ACFA CUSTODIAL FEES	2,227.00	2,178.01	2,103.29
4200	MISC REVENUE		176.15	43.12
	FROM OPERATIONAL RESERVES	11,000.00		
<b>Revenues Total</b>		<b>282,287.00</b>	<b>280,416.71</b>	<b>264,314.72</b>

**EXPENSES**

Account Number	Expenditures	Budget 2025	Actual 2025	Actual 2024
<b>Library Resources</b>				
5010	LIBRARY BOOKS	5,750	3,596.30	4,698.85
5030	PERIODICALS	1,750	1,799.09	1,390.27
5040	AUDIO VISUAL MATERIALS	750		18.95
5050	ELECTRONIC RESOURCES	3,000	3,000.00	3,000.00
5060	OTHER COLLECTION MATERIALS			
<b>Library Resources Total</b>		<b>11,250.00</b>	<b>8,395.39</b>	<b>9,108.07</b>
<b>Staff &amp; Volunteers</b>				
5200	SALARIES - REG STAFF	181,633.00	172,475.10	171,238.14
5210	SALARIES - CASUAL	8,790.00	16,585.44	15,421.94
5220	EMPLOYEE BENEFITS	19,042.00	16,041.25	15,913.72
5230	ADDITIONAL HEALTH BENEFITS	11,200.00	8,215.01	7,969.94
5240	STAFF PROFESSIONAL DEVELOPMENT 2024	2,000.00	1,818.68	3,631.26
5260	HONORARIUMS - VOLUNTEERS	200.00	-	
5270	VOLUNTEER APPRECIATION	750.00	529.78	624.34
<b>Staff &amp; Volunteers Total</b>		<b>223,615.00</b>	<b>215,665.26</b>	<b>214,799.34</b>
<b>Promotions &amp; Programs</b>				
5300	PROMOTIONS	750.00		153.95
5310	PROGRAMS	750.00	1,186.59	739.01
5320	Writer in Residence program			
<b>Promo &amp; Program Total</b>		<b>1,500.00</b>	<b>1,186.59</b>	<b>892.96</b>

**Administration & Board**

5400 FINANCIAL REVIEW/AUDIT	1,000.00	1,000.00	1,000.00
5410 BOARD EXPENSES	1,000.00		
5420 SUPPLIES - LIBRARY & OFFICE	4,350.00	5,057.59	3,301.78
5440 POSTAGE & FREIGHT	300.00		191.00
5450 TELEPHONE & FAX	1,500.00	1,274.40	1,383.61
5460 INTERNET			
5480 MEMBERSHIPS	600.00	570.68	253.20
5490 LICENSES & SOFTWARE	850.00	602.90	603.10
5495 SERVICE AGREEMENTS	150.00	269.90	126.00
5500 SMALL EQUIPMENT	500.00		380.46
5530 FRIENDS OF THE LIBRARY - EXPENSE			
5540 OVERDRAFT & BANK FEES	75.00		60.84
5550 OTHER EXPENSES		6.22	

**Administration & Board Total** **10,325.00** **8,781.69** **7,299.99**

**Building Operations**

5600 JANITORIAL & MAINTENANCE	500.00	68.96	1,070.02
5610 CUSTODIAL FEES PAID TO MUNICIPALITY	22,271.00	21,780.11	21,032.93
5620 UTILITIES			
5630 INSURANCE	1,000.00	904.00	432.60

**Building Operations Total** **23,771.00** **22,753.07** **22,535.55**

**Capital**

5900 CAPITAL - FURNITURE & EQUIPMENT		209.99	207.49
5910 CAPITAL - BUILDING	13,000.00	11,587.47	
5920 CAPITAL - COMPUTER HARDWARE		4,533.48	
5970 CONTRIBUTION TO CAPITAL RESERVES			
5980 ANNUAL DEPRECIATION EXPENSE		12,411.64	-

**Capital Total** **13,000.00** **28,742.58** **207.49**

**TOTAL EXPENDITURES** **283,461.00** **285,524.58** **254,843.40**

**Surplus (Deficit)** **- 1,174.00 - 5,107.87 9,471.32**

**Jasper Municipal Library**  
**INCOME STATEMENT**  
For the Year Ended December 31, 2025

	Budget 2025	Actual 2025	Actual 2024
<b>REVENUES</b>			
GRANT - MUNICIPAL	213,156.00	213,156.00	207,957.00
GRANT - PROVINCIAL	34,704.00	34,704.00	34,704.00
GRANT - CANADA SUMMER JOB	-	-	-
GRANT - OTHER	-	-	-
FROM CAPITAL RESERVES	13,000.00	13,000.00	-
INTEREST INCOME	500.00	89.38	5,603.44
MEMBERSHIPS	-	-	-
FINES	-	-	1,024.85
EQUIPMENT USE & PRINTING	3,000.00	4,277.50	3,181.05
BOOK SALE	1,500.00	1,123.70	1,215.00
FRIENDS OF THE LIBRARY SALES	-	320.00	730.00
RENT REVENUE	2,600.00	5,550.00	2,575.00
DONATIONS	500.00	773.50	247.40
DONATION FROM FRIENDS OF THE LIBRA	-	4,743.47	4,580.57
EXAM INVIGILATION	100.00	325.00	350.00
ACFA CUSTODIAL FEES	2,227.00	2,178.01	2,103.29
MISC REVENUE	-	176.15	43.12
FROM OPERATIONAL RESERVES	11,000.00	-	-
<b>Total Revenues</b>	<b>282,287.00</b>	<b>280,416.71</b>	<b>264,314.72</b>
<b>EXPENSES</b>			
LIBRARY BOOKS	5,750.00	3,596.30	4,698.85
PERIODICALS	1,750.00	1,799.09	1,390.27
AUDIO VISUAL MATERIALS	750.00	-	18.95
ELECTRONIC RESOURCES	3,000.00	3,000.00	3,000.00
OTHER COLLECTION MATERIALS	-	-	-
SALARIES - REG STAFF	181,633.00	172,475.10	171,238.14
SALARIES - CASUAL	8,790.00	16,585.44	15,421.94
EMPLOYEE BENEFITS	19,042.00	16,041.25	15,913.72
ADDITIONAL HEALTH BENEFITS	11,200.00	8,215.01	7,969.94
STAFF PROFESSIONAL DEVELOPMENT 2024	2,000.00	1,818.68	3,631.26
HONORARIUMS - VOLUNTEERS	200.00	-	-
VOLUNTEER APPRECIATION	750.00	529.78	624.34
PROMOTIONS	750.00	-	153.95
PROGRAMS	750.00	1,186.59	739.01
WRITER IN RESIDENCE PROGRAM	-	-	-
FINANCIAL REVIEW/AUDIT	1,000.00	1,000.00	1,000.00
BOARD EXPENSES	1,000.00	-	-
SUPPLIES - LIBRARY & OFFICE	4,350.00	5,057.59	3,301.78
POSTAGE & FREIGHT	300.00	-	191.00
TELEPHONE & FAX	1,500.00	1,274.40	1,383.61
INTERNET	-	-	-
MEMBERSHIPS	600.00	570.68	253.20
LICENSES & SOFTWARE	850.00	602.90	603.10
SERVICE AGREEMENTS	150.00	269.90	126.00
SMALL EQUIPMENT	500.00	-	380.46
FRIENDS OF THE LIBRARY - EXPENSE	-	-	-
OVERDRAFT & BANK FEES	75.00	-	60.84
OTHER EXPENSES	-	6.22	-
JANITORIAL & MAINTENANCE	500.00	68.96	1,070.02
CUSTODIAL FEES PAID TO MUNICIPALITY	22,271.00	21,780.11	21,032.93
UTILITIES	-	-	-
INSURANCE	1,000.00	904.00	432.60
CAPITAL - FURNITURE & EQUIPMENT	-	209.99	207.49
CAPITAL - BUILDING	13,000.00	11,587.47	-
CAPITAL - COMPUTER HARDWARE	-	4,533.48	-
CONTRIBUTION TO CAPITAL RESERVES	-	-	-
ANNUAL DEPRECIATION EXPENSE	-	12,411.64	-
<b>Total Expenses</b>	<b>283,461.00</b>	<b>285,524.58</b>	<b>254,843.40</b>
<b>NET INCOME</b>	<b>- 1,174.00</b>	<b>- 5,107.87</b>	<b>9,471.32</b>

**Jasper Municipal Library  
BALANCE SHEET  
As at December 31, 2025**

	<u>Actual 2025</u>	<u>Actual 2024</u>
<b>ASSETS</b>		
Cash	206,617.63	218,711.81
Cash on Hand	200.00	200.00
Term Deposits	160,705.70	160,705.70
Trust Fund FA Brewster		
Operating Term		
Prepaid Expenses	103.43	200.00
Fixed Assets	169,333.16	165,165.00
Accumulated Depreciation	- 147,616.07	- 135,036.95
Accounts Receivable ACFA	2,103.29	2,103.29
Accounts Receivable MOJ	8,581.08	619.00
GST Receivable	1,444.35	895.57
GST Receivable Books	321.76	306.81
	<hr/>	<hr/>
<b>Total Assets</b>	<b>401,794.33</b>	<b>413,870.23</b>
<b>LIABILITIES</b>		
Accounts Payable	1,000.00	1,000.00
<b>EQUITY</b>		
Brewster Trust Fund	2,000.00	2,000.00
Operating Reserve	20,000.00	20,000.00
Accumulated Surplus	383,902.20	388,889.68
Current Surplus	- 5,107.87	1,980.55
<b>Total Liabilities and Equity</b>	<b>401,794.33</b>	<b>413,870.23</b>
	-	-

**Jasper Municipal Library**  
**ADJUSTING JOURNAL ENTRIES**  
**For year ended December 31, 2025**

		DEBIT	CREDIT
<b>AE01</b>			
12/31/2025	5400 Financial Review	\$ 1,000.00	
	2105 Accounts Payable		\$ 1,000.00
	<i>TO RECORD AP FOR FINANCIAL REVIEW 2025</i>		
<b>AE02</b>			
12/31/2025	5980 Annual Depreciation Expense	\$ 12,411.64	
	1952 Accumulated Depreciation		\$ 12,411.64
	<i>TO RECORD AMORTIZATION FOR FISCAL</i>		
<b>AE03</b>			
12/31/2025	1050 Accounts Receivable MOJ	\$ 8,581.08	
	4010 Municipal Grant		\$ 8,581.08
	<i>TO RECORD MOJ REMAINDER OF 2025 RECEIVABLE</i>		
<b>AE04</b>			
12/31/2025	5200 SALARIES - REG STAFF	\$ 1,895.31	
	5210 SALARIES - CASUAL	\$ 360.55	
	5220 EMPLOYEE BENEFITS	\$ 176.26	
	5230 ADDITIONAL HEALTH BENEFITS	\$ 92.13	
	4010 GRANTS - MUNICIPAL		\$ 2,524.25
	<i>TO RECORD THE SALARY ACCRUAL FOR DECEMBER 24-31, 2025 PAID IN JANUARY 2026</i>		
<b>AE05</b>			
12/31/2025	1065 Prepaid Expense	\$ 103.43	
	5480 Memberships		\$ 103.43
	<i>TO RECLASS Jasper Park Chamber of Commerce 2026 MEMBERSHIP FEES PAID TO PREPAID</i>		
<b>AE06</b>			
12/31/2025	1953 COMPUTER HARDWARE	\$ 1,454.81	
	5920 CAPITAL- COMPUTER HARDWARE		\$ 1,454.81
	<i>TO RECLASS INCOME STATEMENT EXPENSES INTO CAPITAL ASSET GL CODING</i>		
<b>AE07</b>			
12/31/2025	1953 COMPUTER HARDWARE	\$ 2,695.35	
	5920 CAPITAL- COMPUTER HARDWARE		\$ 2,695.35
	<i>TO RECLASS INCOME STATEMENT EXPENSES INTO CAPITAL ASSET GL CODING</i>		

<b>AE08</b>				
12/31/2025	1952 ACCUMULATED SURPLUS	\$	13,000.00	
	4050 CAPITAL RESERVES			\$ 13,000.00
	<i>TO RECLASS CAPITAL RESERVES REPRESENTS A BOARD-DESIGNATED ALLOCATION FOR BLINDS</i>			
	Total equity does not change- only classification			
	Setting aside the \$13,000 from available reserve into a restricted reserve			
<b>AE09</b>				
12/31/2025	1020 TD VISA	\$	200.00	
	1065 Prepaid Expense			\$ 200.00
	<i>TO CORRECT THE DUPLICATE EXPENSE FOR LOST CHEQUE FOR MEMBERSHIP 2024</i>			
<b>AE10</b>				
12/31/2025	5040 AUDIO VISUAL MATERIALS	\$	31.00	
	4200 MISC REVENUE			\$ 31.00
	<i>TO ADJUST AV MATERIALS IN A NEGATIVE</i>			
<b>AE11</b>				
12/31/2025	5530 FRIENDS OF THE LIBRARY - EXPENSE	\$	69.85	
	4200 MISC REVENUE			\$ 69.85
	<i>TO ADJUST FRIENDS OF LIBRARY, RECEIVED MORE MONEY BACK THAN THE EXPENSE RECORDED</i>			
<b>AE12</b>				
12/31/2025	4010 Municipal Grant	\$	619.00	
	1050 Accounts Receivable MOJ			\$ 619.00
	<i>TO REVERSE 2024 JE MOJ REMAINDER OF RECEIVABLE DEEMED NOT PROBABLE TO RECEIVE</i>			
<b>AE13</b>				
12/31/2025	5480 Memberships	\$	200.00	
	1065 Prepaid Expense			\$ 200.00
	<i>TO EXPENSE 2024 PREPAID</i>			

**Jasper Municipal Library**  
**Notes to the Financial Statements**  
**For year ended December 31, 2025**

**Basis of Accounting**

The accompanying financial statements of the Jasper Municipal Library have been prepared on the accrual basis of accounting and, accordingly, reflect all significant receivables, prepaid expenses, payables and other liabilities.

**Use of Estimates**

The preparation of financial statements in accordance with GAAP accounting principles requires estimates and assumptions that affect the reported amounts of assets and liabilities and the reported amounts of revenue and expenses during the reporting period. Accordingly, actual results could differ from those estimates; amounts differ would be immaterial. The following adjusting journal entries are aligned with the basis of accounting and use of estimates as describes above.

**AE01**

*TO RECORD AP FOR FINANCIAL REVIEW 2025*

As the financial statements are prepared on an accrual basis, an amount was included to record the payment of the financial review to be reflected in the 2024 financial statements. The accrual entry will offset the actual payment made in 2025.

**AE02**

*TO RECORD AMORTIZATION FOR FISCAL*

Property and equipment are stated at cost, or fair value if contributed. Depreciation of property and equipment is charged to expense over the estimated useful lives of the respective assets on a straight-line basis.

**AE03**

*TO RECORD MOJ REMAINDER OF RECEIVABLE*

In 2025, there was \$202,669 recorded as Municipal Grant Income. In accordance with GAAP, revenue recognition principal states revenue must be recorded in the period it was earned. There is an outstanding remaining amount for the municipal grant revenue that will be received in 2026 for fiscal 2025. As such, a receivable accrual entry was made on the best estimate to record the remainder of the municipal grant revenue based on the best estimate. This was the historical data reflecting the actual municipal grant aligned with the fiscal budget. Accrual entry was recorded to align 2025 budget with revenues.

**AE04**

*TO RECORD THE SALARY ACCRUAL FOR  
DECEMBER 24-31, 2025 PAID IN JANUARY 2026*

As the financial statements are prepared on an accrual basis, the full fiscal year salary expenses need to be recorded in 2025 to reflect the full 2025 fiscal year expenses. Thus, a best estimate based on 3 month historical data was used to calculate salaried and casual wages as well as employee benefits. Once the salary expenses are paid in 2026, for the fiscal 2025 period of December 24-31, the accrual entry will offset this record.

**AE05**

*TO RECLASS AB LIBRARY TRUSTEES ASSOC  
2026 MEMBERSHIP FEES PAID TO PREPAID*

Prepaid expenses consist of expenses paid in advance of services or goods provided. The 2026 AB Library Trustees Association membership fees were paid in the 2025 fiscal year but have been reclassified into prepaid and will be expenses next fiscal.

**AE06 & AE07**

*TO RECLASS INCOME STATEMENT EXPENSES  
INTO CAPITAL ASSET GL CODING*

Computer and Hardware was purchased in 2025 totalling \$4,105. These items were coded to the income statement GL account. They meet the capitalization threshold, thus must be reclassified into an asset GL coding.

**AE08**

*TO RECLASS CAPITAL RESERVES REPRESENTS  
A BOARD-DESIGNATED ALLOCATION FOR BLINDS*

Setting aside the \$13,000 from available reserve into a restricted reserve. To note, total equity does not change- only classification

**AE08**

*TO RECLASS CAPITAL RESERVES REPRESENTS  
A BOARD-DESIGNATED ALLOCATION FOR BLINDS*

Setting aside the \$13,000 from available reserve into a restricted reserve.  
To note, total equity does not change- only classification

**AE09**

*TO CORRECT THE DUPLICATE EXPENSE FOR  
LOST CHEQUE FOR MEMBERSHIP 2024*

Will need to ensure the cheque for this is cancelled as  
credit card has been processed for payment in 2025

**AE10**

*TO ADJUST AV MATERIALS IN A NEGATIVE*

Cannot have an income statement expense item in a negative  
balance on the income statement. Adjusting to misc revenue.

**AE11**

*TO ADJUST FRIENDS OF LIBRARY, RECEIVED  
MORE MONEY BACK THAN THE EXPENSE*

Cannot have an income statement expense item in a negative  
balance on the income statement. Adjusting to misc revenue.

**AE13**

*TO EXPENSE 2024 PREPAID*

Expensing 2024 prepaid to the expense account for  
memberships

## Across the Department

- ❖ So much varied, accessible, and amazing programs running across the department, including regular ongoing programming and seasonal events/programs. Great work from all areas!
- ❖ Staff turnover and staff vacancies continue to be our biggest challenge. Managers and Director are being called on to cover front line needs. New initiatives (staff cross training, public course offerings) are being somewhat successful!

## Activity Centre, Parks, and Arena

- ❖ Off Leash Dog Parks pilot project phase 1 in Centennial Park opening this week. Community Engagement plan and signs ready to go. Phase 2 – the larger site near the existing site – in the project planning phase, more info coming.
- ❖ Tennis and Pickleball upgrade project ongoing, work likely to begin in the fall. Courts are open now.
- ❖ Arena Ice is out, after a very successful 25/26 season. Possibly our longest season to date! Over 8 months we saw more than 2000 hours of access, 100,000 skater visits, an estimated 250,000 kms skated, perhaps 5,000,000 “steps”!
- ❖ Shout out to the Arena crew for their hard work, and also to our staff Zamboni Champion this year Beth Sanders!

## Fitness and Aquatic Centre

- ❖ Early Birds @ Fitness Centre is averaging 6 people at opening, considering the trial a success and continuing.
- ❖ Adult Masters Swim Squad has a full class of 14 attendees registered and is a great sign of facility engagement.
- ❖ Gold medals won at provincials in Lifesaving Sport for relay, and line throw – congratulations River Dragons!

## Wildflowers Childcare and Out of School Care

- ❖ Summer Fun Re-brand to Wildwoods Base Camp with a focus on forest play and outdoor learning.
- ❖ Continued program and event planning to inspire kiddos and community – including visiting seniors for senior's week.
- ❖ Wildflowers at capacity, currently 103 on the waitlist. Wildwoods Base Camp- 10 full time and 27 part time kiddos registered so far with a total capacity of 45.

## Community Wellbeing and Resilience

- ❖ Facilitated 9 Community Conversations (including Immigration Partnership).
- ❖ Newcomer Network and Indigenous Residents Network both progressing well.
- ❖ Community Dinners concluded for the season with 6,000+ meals served (approx. double pre-COVID).
- ❖ Planning underway for Local's Day, National Indigenous Peoples' Day, and Canada Day.
- ❖ Several engagements with Indigenous Partners, Red Dress Day awareness, and attended a regional Indigenous Tourism session in Hinton.

## Outreach and Settlement Services

- ❖ Navigating significant external funding reductions in several provincial and federal programs, and tapering Jasper Community Team Society (JCTS) recovery dollars. Elevated pressures related to staffing capacity, program sustainability, and service delivery while community demand for supports remains high. Almost 200 new clients were seen this quarter, with recurring caseloads still high.
- ❖ Recent thrift event was a tremendous success, over 612 community members attending and \$3,965.80 raised for the Jasper Food Bank. 38 volunteers gave over 142 volunteer hours in support of this much appreciated event.
- ❖ COS staff are starting to see an increase in transient clients experiencing homelessness. Staff are also continuing to see vulnerable client needs, including housing instability, financial hardship, mental health and addictions concerns, food insecurity, and crisis support requests.

## Stories of Gratitude from the Front Line:

- ❖ Jasper hosted **Go Girl 2026** and it was a huge success! Bringing together over 120 participants, volunteers, mentors, and community partners for a full day focused on confidence, leadership, wellness, and connection for girls across the region. The event highlighted the strong collaboration within Community Development, alongside local organizations, volunteers, and businesses, and received overwhelmingly positive feedback from participants and families.



**Certification of Municipality of Jasper  
Bylaw #279  
Jasper Water Services Bylaw 2026**

I, Geneviève Caron, 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 #279, which received its first and second reading on the 5th day of May 2026 by the Council of the Municipality, hereby certify with respect to Bylaw #279 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 15<sup>th</sup> day of May 2026.

Geneviève Caron  
Field Unit Superintendent of  
Jasper National Park of Canada

Municipality of Jasper Bylaw #178, the “Jasper Water Services Bylaw” is repealed.

**MUNICIPALITY OF JASPER**  
**BYLAW #279**

**BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF WATER SERVICES.**

**Contents**

1. Citation
2. Definitions
3. Administration
4. Extension of Mains
5. Emergency Restrictions and Prohibitions
6. Interruption of Service
7. Hydrants and Valves
8. Service Connections
9. Cross-Connection Control
10. Freeze Protection and Bleeders
11. Water Meters
12. Service Upgrades
13. New Service Connection Costs
14. Meters and Estimated Billing
15. Removal of Municipal Equipment
16. Accounts and Collection
17. Right of Entry
18. Enforcement and Offences
19. Severability

SCHEDULE A  
SCHEDULE B

**PURPOSE**

**WHEREAS** the Municipality of Jasper maintains a Water System for the Town of Jasper;

**AND WHEREAS** the *Municipal Government Act*, RSA 2000, c M-26, authorizes a municipality to pass bylaws respecting public utilities and services provided by the municipality;

**NOW THEREFORE** the Council of the Municipality of Jasper in the Province of Alberta enacts:

**1. CITATION**

1.1 This Bylaw may be cited as the “Jasper Water Services Bylaw 2026.”

1.2 This Bylaw repeals Bylaw #178 Water Services Bylaw.

1.3 The purpose of this Bylaw is to regulate, control, and govern the supply, distribution, use, protections, and billing of water provided by the Municipality of Jasper, and to establish the rights, obligations, and responsibilities of the Municipality, Owners, Consumers, and all persons connected to or using the Water System.

1.4 This Bylaw is enacted pursuant to the authority granted to the Municipality under the Municipal Government Act, R.S.A 200, c. M-26 as amended, and in accordance with the

Agreement for the Establishment of Local Government in the Town of Jasper and any applicable agreements with the Parks Canada Agency.

## 2. DEFINITIONS

In this Bylaw:

2.1 “*Account*” shall mean an agreement between the Owner and the Municipality of Jasper for the supply of water.

2.2 “*Backflow*” shall mean the reversal of the normal direction of the flow of water or other substances in the Water System.

2.3 “*Backflow Prevention Device*” shall mean a device, assembly, or method approved by the CAO that prevents Backflow into the Water System.

2.4 “*Bleeder*” shall mean a device attached to a water Service for the purpose of discharging water so as to reduce the potential for freezing the line.

2.5 “*Chief Administrative Officer*” or “*CAO*” means the chief administrative officer who is the individual duly appointed to that position for the Municipality of Jasper at any given time and includes any person authorized to act for and in the name of that individual or designate.

2.6 “*Consumer*” shall mean a person who is not a Leaseholder and who has an Account with the Municipality for the supply of water.

2.7 “*Cross-Connection*” shall mean any actual or potential connection between the Water System and any source of contamination or pollution.

2.8 “*Freeze Protection Device*” means a thermostatically controlled recirculation device, automatic drain-back system, heat-tracing system, or other device approved by the CAO that is designed to prevent freezing of a Water Service without continuous discharge of water.

2.9 “*Leaseholder*” shall mean a grantee or a person or other legal entity holding a valid lease or license 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 of lots or land parcels held by the Crown.

2.10 “*Lessee*” shall mean the holder of a lease or license of occupation for land in the Town of Jasper.

2.11 “*Lot*” shall mean a parcel or part of a parcel described in a certificate title or lease.

2.12 “*Municipality*” shall mean the Municipality of Jasper.

2.13 “*Owner*” shall mean the Lessee of a leasehold property in the Town of Jasper or the holder of a License of Occupation for property in the Town of Jasper.

2.14 “*Peace Officer*” means:

2.14.1 a member of the Royal Canadian Mounted Police;

2.14.2 a Community Peace officer appointed by the Solicitor General of Alberta; or

2.14.3 a person appointed as a bylaw enforcement officer pursuant to the *Municipal Government Act*, as amended;

2.14.4 a park warden appointed pursuant to the *Canada National Parks Act*, as amended, while that person is in the exercise of discharge of that person's powers or duties in a national park established under that Act.

2.15 "*Premises*" shall mean land and buildings on the land.

2.16 "*Property Line*" shall mean the legal surveyed boundary of a Lot.

2.17 "*Rates*" shall mean the tariff of charges for supply of water set out in the Rates and Fees Bylaw.

2.18 "*Redevelopment*" shall mean any construction, demolition, replacement, addition, or alteration of a building or Premises that, in the opinion of the CAO:

2.18.1 materially increases water demand;

2.18.2 changes the use or occupancy of the Premises;

2.18.3 requires a development permit or building permit under applicable municipal bylaws; or

2.18.4 involves substantial renovation, reconstruction, or replacement of a building or Water Service.

2.18.5 includes, but is not limited to, the demolition and replacement of a building, infill development, or conversion of a Premises to a different use.

2.19 "*Service*" or "*Water Service*" shall mean the water line and appurtenances extending from the water main to the building or Premises.

2.20 "*Standpipe*" shall mean a Water Service that is used only for fire protection purposes.

2.21 "*Town of Jasper*" shall mean the physical area defined as the Town of Jasper in the Agreement for the Establishment of Local Government in the Town of Jasper, dated June 13<sup>th</sup>, 2001.

2.22 "*Water Meter*" means a device designated and installed by the Municipality to measure the volume of water supplied to a Premises and includes all associated registers, transmitters, remote reading devices, wiring, fittings, valves, and related equipment used for measurement or communication of water consumption.

2.23 "*Water System*" shall mean the pumps, pipes, valves, controls, equipment, and all accessories and appurtenances thereto used for the distribution of water within the Town of Jasper and owned and operated by the Municipality of Jasper.

2.24 Where an obligation, prohibition, or liability is imposed on an Owner under this Bylaw, that obligation also applies to any Lessee, Leaseholder, Consumer, or other person in possession of or exercising control over the Premises.

2.25 Words importing the masculine gender only, include the feminine gender whenever the context so requires and vice versa.

2.26 Words importing the singular shall include the plural or vice versa whenever the context so requires.

### **3. ADMINISTRATION**

3.1 The CAO, subject to the direction of Council, shall be responsible for the properties, systems, and works required to supply the inhabitants of the Town of Jasper with water, and of the inspection of all Premises supplied with water.

3.2 Peace Officers in the Municipality of Jasper may inspect the premises of any Owner to investigate any contravention of this Bylaw and to lay any charges or issue such summons or ticket as may be necessary to enforce the provisions of this Bylaw.

3.3 The CAO may discontinue Water Service provided by the Municipality to any Owner, Lot, property, or Premises in the event that the Owner breaches this Bylaw or any amendment thereto.

3.4 Except in cases of emergency or where immediate termination is authorized under this Bylaw, the CAO shall provide reasonable notice to the Owner and/or Consumer before discontinuing Water Service.

3.5 The CAO may delegate any power, duty, or function conferred on the CAO under this Bylaw to a municipal employee, contractor, or agent, subject to any conditions or limitations the CAO considers appropriate.

### **4. EXTENSION OF MAINS**

4.1 No extension of water mains shall be constructed without authorization in writing from the CAO and except in accordance with the provisions of such land use agreements as may be in place between the Municipality and the Parks Canada Agency.

### **5. EMERGENCY RESTRICTIONS AND PROHIBITIONS**

5.1 The CAO or Council may at any time make orders restricting the use of water either by all Consumers or by any particular class of Consumers and either throughout the Town or in any particular areas of the Town. The order may specify that such restricted use of water shall apply during such hours or such days of the week as may be specified in the order.

5.2 No person shall use water from the Water System in contravention of the terms of any order made by the CAO or Council.

5.3 The CAO shall take such steps as he deems necessary to publicize the terms of an order made pursuant to Section 5.1.

### **6. INTERRUPTION OF SERVICE**

6.1 The CAO is hereby authorized to:

6.1.1 order that water be shut off without notice for such length of time as may be necessary to permit construction or repairs to the Water System; and

6.1.2 in case of fire or emergency, shut off water without notice in all or any part of the Town as required.

6.2 No Owner or Consumer shall have a claim against the Municipality for any loss, damage, cost, or inconvenience arising from the interruption, reduction, or failure of water supply, including but not limited to interruptions caused by construction, repairs, maintenance, frozen mains, mechanical failure, power outages, or other cause beyond the Municipality's control, except where such loss or damage is caused by the negligence of the Municipality.

6.3 The Municipality shall not be responsible for any loss or damage to any Premises, equipment fixtures, or piping, including pressure vessels, resulting from fluctuations in water pressure, interruption of water supply, or any other condition of the Water System, except where such loss or damage is caused by the negligence of the Municipality. No deduction from water bills shall be made in respect of such interruption or failure of service.

6.4 In all cases where boilers are supplied with water from the Water System, the owner of the boilers shall apply a safety valve, vacuum valve, or other proper device to prevent danger from collapse or explosion when the water supply is interrupted.

6.5 All components of the Water System, including water mains, valves, hydrants, Standpipes, Water Meters, and appurtenances supplied or installed by the Municipality, remain the property of the Municipality. Water is supplied on an as available basis and the Municipality does not guarantee the quantity, quality, pressure, or continuity of water supply.

## **7. HYDRANTS AND VALVES**

7.1 No person shall open, close, or interfere with any hydrant or valve of the Water System without the permission of the CAO.

## **8. SERVICE CONNECTIONS**

### **8.1 General Requirements:**

8.1.1 No person shall tap, connect to, alter, or interfere with any water main or other part of the Water System without the written permission of the CAO.

8.1.2 A Lot shall be considered serviced once a connection has been made from the Water System to the Property Line.

8.1.3 All Service installations requested by the Owner or necessitated by demolition, excavation, renovations, or other works shall be paid for in full by the Owner.

### **8.2 Location and Alignment of Service**

8.2.1 Unless otherwise authorized in writing by the CAO, only 1 (one) Water Service connection shall be permitted per Lot; however, the CAO may authorize multiple Services for:

8.2.1.1 condominium developments;

8.2.1.2 multi-unit residential buildings;

8.2.1.3 multi-tenant commercial or institutional buildings; or

8.2.1.4 phased developments.

8.2.2 Water Services shall be installed below the minimum frost penetration depth in accordance with the most current version of the *City of Edmonton Design and*

*Construction Standards* and any applicable guidelines published by Alberta Environment and Protected Areas, as adopted by the Municipality, and in accordance with municipal engineering standards designed to minimize the need for Bleeders.

8.2.3 A Service valve shall be installed at or near the Property Line within the Municipal right-of way or a utility easement.

### 8.3 **Application and Installation**

8.3.1 An Owner requiring Water Service shall apply in writing and pay the applicable fee set out in Schedule D of the Rates and Fees Bylaw

8.3.2 A site plan showing size and location of the Service shall be provided by the Owner.

8.3.3 No Service shall be backfilled until inspected and approved by the Municipality.

### 8.4 **Owner Responsibilities**

8.4.1 The Municipality is responsible for maintenance to the outer edge of the discharge side of the Service valve at or near the Property Line.

8.4.2 The Owner is responsible for maintenance from the outer edge of the discharge side of the Service valve into the Premises.

8.4.3 The Owner shall bear all costs associated with upgrades, relocation, or alteration of the Service.

8.4.4 Where there is a reasonably foreseeable risk of damage to the Water System which has been caused by an Owner, no person, other than the Municipality, shall undertake the work required to rectify or mitigate the risk to the Municipal portion of the Service, including any work on the Service from the water main to the outer edge of the discharge side of the Service valve at or near the Property Line. All costs of such work undertaken by the Municipality shall be the responsibility of the Owner.

### 8.5 **Demolition and Termination**

8.5.1 No building connected to the Water System shall be demolished or removed until:

8.5.1.1 application is made to terminate Service;

8.5.1.2 required permits are provided;

8.5.1.3 termination fees are paid; and

8.5.1.4 the Service has been disconnected.

### 8.6 **Service Valve Box Accessibility**

8.6.1 The Service valve and valve box located at or near the Property Line shall remain visible, accessible, and unobstructed at all times.

8.6.2 No person shall cover, bury, pave over, landscape over, obstruct, or otherwise impede access to a Service valve or valve box.

8.6.3 Without limiting subsection 8.6.2, no person shall:

8.6.3.1 pour concrete, asphalt, or other permanent surface material over a valve box;

8.6.3.2 place landscaping materials, including rocks, planters, retaining walls, or structures over or around a valve box; or

8.6.3.3 alter the grade of land in a manner that prevents ready access to the valve box.

8.6.4 Where a valve box has been covered, obstructed, or rendered inaccessible, the Owner shall, upon written notice from the Municipality, restore access at the Owner's expense within the time specified in the notice.

8.6.5 If the Owner fails to restore access within the specified time, the Municipality may undertake the work and recover all associated costs from the Owner.

## 8.7 **Redevelopment Requirements**

8.7.1 Where a Premises is subject to Redevelopment, the Municipality may require the Owner to upgrade or replace the existing Water Service.

8.7.2 Without limiting subsection 8.7.1, the CAO may require that a new Water Service connection be installed from the water main to the Premises, notwithstanding that an existing Service connection extends only to the Property Line.

8.7.3 All costs associated with the installation of a new connection to the water main, including abandonment of the existing Service, shall be the responsibility of the Owner.

8.7.4 Any new or replacement Service required under this section shall comply with current municipal engineering standards and this Bylaw.

## 9. **CROSS-CONNECTION CONTROL**

### 9.1 **Establishment of Program**

9.1.1 The Municipality shall establish and maintain a Cross-Connection Control Program to protect the Water System and public health.

9.1.2 The CAO may adopt and amend Cross-Connection Control procedures consistent with the most current editions, as amended from time to time, of:

9.1.2.1 the National Plumbing Code of Canada;

9.1.2.2 CSA B64 standards;

9.1.2.3 applicable provincial regulations.

### 9.2 **Prohibition**

9.2.1 No person shall create, maintain, or permit a Cross-Connection unless protected in accordance with this Bylaw.

9.2.2 No person shall remove, bypass, alter, or render inoperable a required Backflow Prevention Device.

### 9.3 **Hazard Classification**

9.3.1 The CAO may classify Premises as:

9.3.1.1 low hazard;

9.3.1.2 moderate hazard; or

9.3.1.3 high hazard

9.3.2 The CAO may require installation of an approved Backflow Prevention Device appropriate to the hazard classification.

#### 9.4 **Installation and Testing**

9.4.1 Required Backflow Prevention Devices shall:

9.4.1.1 be installed at the Owner's expense;

9.4.1.2 comply with applicable codes and standards; and

9.4.1.3 be installed by a qualified person.

9.4.2 All testable Backflow Prevention Devices shall be tested:

9.4.2.1 upon installation;

9.4.2.2 after repair; and

9.4.2.3 at least once every 12 (twelve) months.

9.4.3 Testing shall be performed by a certified Backflow Prevention Assembly Tester.

9.4.4 Written test reports shall be submitted to the Municipality within 14 (fourteen) days of testing.

#### 9.5 **Non-compliance**

9.5.1 Where a required test report is not submitted, a device fails testing, or a device is removed or bypassed, the CAO shall issue written notice of non-compliance.

9.5.2 The Owner shall have 30 (thirty) days from the date of notice to correct the deficiency.

9.5.3 Failure to correct within 30 (thirty) days may result in:

9.5.3.1 issuance of a penalty under Schedule B; and

9.5.3.2 suspension of Water Service until compliance is achieved.

9.5.4 Where, in the opinion of the CAO, a Cross-Connection poses an immediate risk to the Water System or public health, Water Service may be discontinued without notice.

### 10. **FREEZE PROTECTION AND BLEEDERS**

#### 10.1 **General**

10.1.1 No person shall use direct current to thaw a frozen Service.

10.1.2 An Owner may install a Freeze Protection Device at the Owner's expense, and subject to written approval of the CAO.

10.1.3 Where a Service becomes frozen, the Owner shall use one or more of the following methods, subject to approval of the CAO:

10.1.3.1 mechanical thawing from within the Premises using steam or hot water injection equipment operated by qualified personnel;

10.1.3.2 ground-thawing equipment designed for buried services;

10.1.3.3 excavation and physical repair or replacement of the frozen section;

10.1.3.4 temporary above-ground supply authorized by the Municipality; or

10.1.3.5 such other method as approved in writing by the CAO.

10.1.4 All costs associated with thawing a Service are the responsibility of the Owner unless the freeze is determined by the Municipality to be located on the Municipal portion of the Service.

10.1.4.1 the "Municipal portion of the Service" means the portion of the Service for which the Municipality is responsible as set out in subsection 8.4.1;

10.1.4.2 the location of the freeze shall be determined by the Municipality acting reasonably, based on inspection, testing, or operational evidence; and

10.1.4.3 where the location of the freeze cannot be reasonably determined, the Service shall be deemed to be frozen on the Owner's portion of the Service.

10.1.5 The use of electrical current thawing from private plumbing systems into the municipal Water System is strictly prohibited due to risk of damage to Water Meters, service lines, and municipal infrastructure.

## 10.2 **Bleeder Installation Requirements**

10.2.1 No person shall install or operate a Bleeder without written approval of the CAO.

10.2.2 A Bleeder shall:

10.2.2.1 be located downstream of the Water Meter;

10.2.2.2 terminate in an aperture not exceeding 1/8 inch;

10.2.2.3 incorporate a shut-off valve allowing complete cessation of flow; and

10.2.2.4 discharge through an air gap in accordance with the National Plumbing Code of Canada and any applicable CSA standard to prevent backflow.

10.2.3 No Bleeder shall be activated for the first time until inspected and approved by the Municipality.

10.2.4 The Owner shall ensure that the Bleeder remains accessible for inspection at all times.

## 10.3 **Annual Registration**

10.3.1 No Bleeder shall be activated unless:

10.3.1.1 it is registered annually with the Municipality;

10.3.1.2 the annual registration fee set out in Schedule D of the Rates and Fees Bylaw has been paid; and

10.3.1.3 it has been inspected and approved by the Municipality.

10.3.2 Registration shall expire annually on a date determined by the CAO.

#### 10.4 **Operational Limits**

10.4.1 No Bleeder shall discharge water between May 1 and February 1 unless otherwise authorized.

10.4.2 A maximum discharge rate of 1 (one) liter per minute shall be eligible for credit.

10.4.3 Any water consumption exceeding 1 (one) liter per minute shall be billed to the Owner at applicable Rates.

10.4.4 The Municipality may require flow verification testing at the expense of the Owner.

#### 10.5 **Long-Term Freeze Mitigation Objective**

10.5.1 All new or replacement Services shall be constructed to minimize the likelihood of freezing without the reliance on Bleeders.

10.5.2 The Municipality may adopt engineering standards prescribing minimum burial depth, insulation requirements, pipe materials, or alignment requirements specific to local soil and climatic conditions.

10.5.3 Bleeders shall not be permitted for new Service unless the CAO determines that site conditions make freeze protection through burial depth alone impractical.

#### 10.6 **Existing Services**

10.6.1 Existing Services currently relying on Bleeders may continue to operate in compliance with this Bylaw.

10.6.2 Where a Service is replaced, upgraded, or substantially reconstructed, it shall comply with current engineering standards intended to eliminate the need for Bleeders.

10.6.3 The Municipality may undertake long-term infrastructure planning to evaluate the financial and environmental costs associated with Bleeder operation compared to accelerated replacement of Services or mains.

#### 10.7 **Thawing of Frozen Services**

10.7.1 Where the Municipality attends at a Premises to thaw a frozen Service, all associated costs shall be allocated in accordance with subsection 10.1.4.

10.7.2 The Municipality may impose:

10.7.2.1 a minimum service call charge;

10.7.2.2 an hourly labour rate;

10.7.2.3 equipment charges; and

10.7.2.4 any material or excavation costs incurred.

10.7.3 Charges shall be set out in Schedule D of the Rates and Fees Bylaw or, where not specified, at actual cost.

## **11. WATER METERS**

### **11.1 Ownership and Installation**

11.1.1 All Water Meters and appurtenances supplied by the Municipality remain the property of the Municipality.

11.1.2 A Water Meter shall be installed on each Water Service for the purpose of measuring water volume.

11.1.3 The Owner shall, at the Owner's expense, install a Water Meter on each Water Service in accordance with the specifications, standards, and location requirements prescribed by the Municipality.

11.1.3.1 The Water Meter and all associated appurtenances shall be subject to inspection and approval by the Municipality prior to being placed into service.

11.1.4 Except as permitted under subsection 11.1.3, no Owner shall install, remove, relocate, or tamper with a Water Meter or related appurtenances without the prior written approval of the CAO. All installations shall be carried out at the Owner's expense and in accordance with the requirements of this Bylaw.

11.1.5 Any installation or relocation of a Meter requested by the Owner shall:

11.1.5.1 comply with engineering and technical standards set by the Municipality;

11.1.5.2 be paid for by the Owner; and

11.1.5.3 be inspected and approved by the Municipality before being placed into service.

### **11.2 Protection and Maintenance**

11.2.1 The Owner shall, at the Owner's expense, ensure that the Water Meter and all related piping remain protected from damage or freezing, and remain visible and readily accessible at all times.

11.2.2 The Owner shall be responsible for the cost of repairs or replacement resulting from damage caused by the Owner, tenant, or any person on the Premises.

11.2.3 The Municipality shall maintain, repair, and calibrate Water Meters as necessary to ensure accurate measurement, except where damage or tampering is the result of the actions of the Owner, in which case, such costs of maintenance, repair, and calibration shall be the responsibility of the Owner.

11.2.4 The Owner shall not enclose, cover, obstruct, drywall over, panel over, bury, or otherwise restrict access to a Water Meter or related piping without the prior written approval of the CAO.

11.2.5 The Water Meter shall be installed in a location that provides safe, unobstructed access for inspection, reading, testing, maintenance, and removal.

11.2.6 The Owner shall ensure that the Municipality has access to all piping related to the Water Meter from the time the Water Meter is installed.

11.2.7 Where a Water Meter or related piping has been rendered inaccessible, the Owner shall restore access at the Owner's expense upon written notice from the Municipality.

11.2.8 Where access is not provided or has been obstructed, the Municipality may undertake such work as necessary to gain access and recover all associated costs from the Owner.

### 11.3 **Meter Access and Reading**

11.3.1 The Owner or occupant shall provide the Municipality and any authorized employee, contractor, or agent of the Municipality with safe and unobstructed access to the Premises for the purpose of installing, inspecting, reading, testing, repairing, replacing, or removing a Water Meter or related equipment.

11.3.2 Access shall be granted during reasonable hours upon prior notice, except in emergency situations where immediate access is required.

11.3.3 Refusal or obstruction of access may result in the Municipality discontinuing Water Service until compliance is achieved.

11.3.4 Where access to the Water Meter is located within a building or enclosed space, the Owner or occupant shall ensure that an adult is present at the Premises at the scheduled appointment time to permit entry.

11.3.5 Where the Municipality is unable to access the Water Meter due to the absence of an adult occupant, inaccessible meter location, unsafe conditions, or other obstruction, the Municipality may charge a service fee as set out in Schedule D of the Rates and Fees Bylaw.

### 11.4 **Testing and Verification**

11.4.1 Water Meters shall be certified accurate upon installation and after repairs.

11.4.2 Certification shall be performed by qualified personnel approved by the Municipality.

11.4.3 Written test results shall be submitted to the Municipality within 14 (fourteen) days of testing.

11.4.4 The CAO may require additional flow verification testing if accuracy is in question, at the expense of the Owner.

### 11.5 **Operational Limits and Billing**

11.5.1 All Water Meters shall measure water flow to the Premises, including Bleeder devices, and be used to determine billing according to the Rates and Fees Bylaw.

11.5.2 A maximum discharge rate of 1 (one) liter per minute from Bleeders shall be eligible for credit; any usage above this rate shall be billed to the Owner.

11.5.3 The Municipality may adjust water consumption records and bills based on Meter testing or verification results.

**11.6 Tampering and Non-Compliance**

11.6.1 No person shall tamper with, bypass, or alter a Water Meter or associated appurtenances.

11.6.2 The Municipality shall issue written notice of non-compliance where tampering, removal, or Water Meter failure occurs.

11.6.3 The Owner shall correct the deficiency within 30 (thirty) days from the date of notice.

11.6.4 Failure to correct within the specified period may result in:

11.6.4.1 penalties under Schedule B; and

11.6.4.2 suspension of Water Service until compliance is achieved.

11.6.5 Where tampering or non-compliance poses an immediate risk to the Water System or public health, the CAO may discontinue Water Service without notice.

**11.7 Temporary Disconnection and Special Services**

11.7.1 Temporary disconnection of a Water Service or Water Meter may be authorized by the CAO for construction, repair, or other municipal purposes.

11.7.2 Any temporary Meter installation, such as for Standpipes or fire protection services, shall be approved in writing by the CAO and comply with all operational and testing requirements.

11.7.3 Owners of temporary or special service devices shall pay all applicable fees, including installation, inspection, and use charges.

**11.8 Meter Isolation Valves**

11.8.1 The Owner shall ensure that operable shut-off valves are installed on the water service piping immediately upstream and downstream of the Water Meter.

11.8.2 All valves located on private plumbing, including shut-off valves before and after the Water Meter, shall be installed, maintained, repaired, and replaced at the Owner's expense.

11.8.3 Where required shut-off valves are missing, damaged, seized, or otherwise inoperable, the Municipality may refuse to install, repair, or replace the Water Meter until the deficiency has been corrected.

11.8.4 All costs associated with repairing or replacing such valves shall be borne by the Owner.

## 11.9 Water Meter Replacement Program

11.9.1 The Municipality may, at its discretion, replace any Water Meter or related equipment for the purposes of system maintenance, accuracy verification, technological upgrades, lifecycle replacement, or operational requirements.

11.9.2 The Owner shall permit the Municipality and any authorized employee, contractor, or agent of the Municipality access to the Premises for the purpose of installing, replacing, or upgrading a Water Meter.

11.9.3 Routine replacement of Water Meters as part of a municipal replacement program shall be performed at the Municipality's expense unless replacement is required due to damage, freezing, tampering, negligence, or failure to protect the meter as required under this Bylaw.

11.9.4 Where the Municipality is unable to complete a scheduled meter installation or replacement due to inoperable valves, inaccessible meters, unsafe conditions, or other deficiencies on the Owner's Premises, the Owner shall correct the deficiency prior to the work being completed.

11.9.5 Failure to provide access for meter replacement within a reasonable time after written notice may result in:

11.9.5.1 additional service charges as set out in Schedule A;

11.9.5.2 estimated billing in accordance with Section 14 of this Bylaw; or

11.9.5.3 discontinuation of Water Service until access is provided.

11.9.6 The Owner is responsible for ensuring that all private plumbing connected to the Water Meter is in safe operating condition. The Municipality shall not be responsible for damage to private plumbing systems, fixtures, or piping that occurs as a result of normal Water Meter installation, removal, replacement, or operation where such damage results from defective, deteriorated, or improperly installed plumbing on the Owner's Premises.

## 11.10 Records and Reporting

11.10.1 The Municipality shall maintain records of all Water Meter installations, tests, repairs, replacements, and inspections.

11.10.2 Owners may be required to submit reports or permit access for monitoring water usage or verifying Meter operation.

## 12. SERVICE UPGRADES

12.1 Where an existing Water Service is inadequate to supply the volume of water required for the Premises, the Owner may apply in writing for a Service upgrade.

12.2 All costs associated with upgrading, upsizing, or modifying a Water Service shall be borne by the Owner.

12.3 The size and specifications of any upgraded Service shall comply with applicable engineering standards and be approved by the CAO.

**13. NEW SERVICE CONNECTION COSTS**

13.1 Where a new Service connection is requested, the Owner shall:

13.1.1 pay the fee set out in Schedule D of the Rates and Fees Bylaw; and

13.1.2 pay either:

13.1.2.1 the fixed connection fee where applicable; or

13.1.2.2 the estimated cost of installation as determined by the CAO.

13.2 Where installation costs are estimated, the Owner shall pay the estimated amount in advance. Upon completion:

13.2.1 any overpayment shall be refunded; or

13.2.2 any shortfall shall be paid by the Owner within 30 (thirty) days.

**14. METER FAILURE AND ESTIMATED BILLING**

14.1 Where a Water Meter fails to register or is determined to be inoperative, the Municipality shall estimate consumption based on:

14.1.1 the same billing period in the previous year; or

14.1.2 a reasonable estimate determined by the CAO where prior data is unavailable or conditions have materially changed.

14.2 The applicable Rates in effect during the billing period shall apply.

14.3 Where testing determines a Meter to be inaccurate by more than 3% (three percent), the Municipality shall adjust the most recent billing period to reflect the degree of inaccuracy.

14.4 An Owner may request one Meter accuracy test per calendar year. Where the Meter is found accurate within 3% (three percent), the cost of testing shall be borne by the Owner.

**15. REMOVAL OF MUNICIPAL EQUIPMENT**

15.1 Where Water Service is discontinued, the CAO may enter the Premises at reasonable times to remove Water Meters, Service connections, or other Municipal property.

15.2 The Owner shall pay all costs associated with disconnection or removal.

**16. ACCOUNTS AND COLLECTION**

16.1 All charges imposed under this Bylaw are due and payable on the date specified on the Account.

16.2 Accounts not paid by the due date may be subject to interest at a rate established by Council.

16.3 An Owner may dispute an Account by submitting written notice to the CAO within 30 (thirty) days of the invoice date. Undisputed amounts remain payable.

16.4 Where an Account remains unpaid for more than 60 (sixty) days, the CAO may:

16.4.1 discontinue Water Service; and

16.4.2 require payment of all arrears and applicable reconnection fees prior to restoring Service.

16.5 Where an Owner is in arrears under the Sewer Bylaw, the CAO may discontinue Water Service in accordance with applicable legislation.

16.6 Unpaid charges may be added to the tax roll in accordance with applicable legislation.

16.7 Where Water Service is discontinued at the request of the Owner and the Premises is vacant, sewer service charges shall be adjusted in accordance with the Sewer Bylaw and the Rates and Fees Bylaw.

## **17. RIGHT OF ENTRY**

17.1 The CAO or authorized agent may enter upon land or Premises at a reasonable time for the purpose of:

17.1.1 inspection;

17.1.2 maintenance;

17.1.3 enforcement of this Bylaw;

17.1.4 protection of the Water System.

17.2 Where entry is required to perform maintenance or other work on the Water System, the CAO or authorized agent shall provide prior notice to the Owner or occupant of the land or Premises where reasonably practicable, except in the case of an emergency.

## **18. ENFORCEMENT AND OFFENCES**

18.1 Any person who contravenes this Bylaw commits an offence.

18.2 Where a contravention is designated in Schedule B of this Bylaw, a Peace Officer may issue a violation ticket specifying the minimum penalty set out in Schedule B of this Bylaw.

18.3 The specified penalty set out in Schedule B of this Bylaw is the minimum amount payable for the voluntary payment of the violation ticket.

18.4 Each day that a contravention continues constitutes a separate offence.

18.4.1 Where a Person is convicted of the same offence under this Bylaw more than once within a 12 (twelve) month period, the Person shall be liable to the increased penalties specified in Schedule B for repeat offences.

18.5 In addition to any penalty imposed under this Bylaw, the Municipality may discontinue Water Service, remedy a contravention, and recover associated cost from the Owner in accordance with this Bylaw and applicable legislation where an Owner has contravened this Bylaw.

18.6 Except where caused by Municipal negligence, the Municipality shall not be liable for indirect or consequential damages arising from interruption, reduction, or termination of Water Service.

**18.7 Appeal of Administrative Decisions**

18.7.1 An Owner may request a written review of a decision of the CAO under this Bylaw within 14 (fourteen) days of receiving notice of the decision.

18.7.2 Upon receipt of a request for review, the CAO or designate shall confirm, vary, or rescind the decision.

18.7.3 Nothing in this section limits the rights of a person to dispute a Violation Ticket in Provincial Court.

**19. SEVERABILITY**

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

**COMING INTO FORCE**

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

READ a first time this 5th day of May, 2026.

READ a second time this 5th day of May, 2026.

READ a third time and finally passed this \_\_\_\_\_ day of, \_\_\_\_\_ 2026.

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Mayor

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Chief Administrative Officer

**SCHEDULE "A"**

**Service Fees**

<b>Description</b>	<b>Amount</b>
Fee upon application for water supply	\$25.00
Fee upon application for water supply with meter installation	\$100.00
Supply termination fee	\$25.00
Failure of Consumer to attend or provide access for a scheduled service appointment	\$90.00
Water turn-off	\$25.00
Water turn-on	\$25.00
Annual Bleeder registration	\$50.00
Flow verification testing (where required)	as per individual quote
Temporary Meter installation	\$125.00
Other unspecified service	as per individual quote

**SCHEDULE "B"**  
**Penalties**

<b>Section</b>	<b>Description</b>	<b>Amount</b>
5.2	Use water from the Water System in contravention of a restriction or prohibition order made by the CAO or Council	\$200 plus water used
7.1	Open, close, or interfere with any hydrant or valve of the Water System without the permission of the CAO	\$200
7.1	Open, close, or interfere with any hydrant or valve of the Water System in a way that causes damage or inter affecting operation of the Water System	\$1,000 plus costs
8.1.1	tap, connect to, alter, or interfere with any water main or other part of the Water System without the written permission of the CAO.	\$500 plus water used
8.6.2	Failure to maintain the metallic valve box in an accessible condition	\$200
9.2.1	create, maintain, or permit a Cross-Connection unless protected in accordance with this Bylaw	\$1,000
9.2.2	remove, bypass, alter, or render inoperable a required Backflow Prevention Device	\$1,000
10.1.1	No person shall use direct current to thaw a frozen Service	\$500
10.1.5	Use electrical current thawing from private plumbing systems into the municipal Water System	\$750
10.2.1	install or operate a Bleeder without approval of the CAO	\$300
10.2.2.4	Failure to install or maintain a Bleeder with a proper air gap to prevent backflow	\$300
11.2	Obstruct or render inaccessible a Water Meter or related piping	\$300
11.1.3	The Owner shall not install, remove, relocate, or tamper with a Water Meter or related appurtenances without the written approval of the CAO	\$750
11.6.1	tamper with, bypass, or alter a Water Meter or associated appurtenances	\$1,000
	Contravention of any provision of this Bylaw not otherwise specified in this Schedule	\$500.00
	Second offence of the same provision of this Bylaw within 12 months of the first offence	Double the specified penalty
	Third or subsequent offence of the same provision within 12 months	Triple the specified penalty

## REQUEST FOR DECISION

**Subject:** Taxation Rates Bylaw 2026  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Natasha Malenchak, Director of Finance & Administration  
**Reviewed by:** Emily Dawson, Finance Manager  
**Date:** May 19, 2026



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### Recommendation:

- That Council give first and second readings to the Taxation Rates Bylaw 2026 as presented.

### Alternatives:

- That Council give first reading to the Taxation Rates Bylaw 2026 and provide amendments prior to second and third readings.

### Background:

The Tax Rate Bylaw is amended on an annual basis to reflect adjustments in tax rates. In the approved 2026 budget the total expenditures are \$41,736,210, of this amount, Municipal taxes support \$12,670,250, or 30.36%.

The other 69.64% of the Municipal expenses in the tax supported budget are recovered through grants and user fees.

Of the \$12,670,250 the Municipality will be required to collect \$379,080 that will go to the Government of Alberta for Policing. This alone is 3% of Municipal taxes.

The Municipality of Jasper is a requisitioning body for Alberta School Foundation Fund (ASFF), Designated Industrial Property (DIP) and for the Evergreens Foundation Senior Housing.

The 2026 requisitions are for the following:

- ASFF is \$6,353,348.93 (as per letter of intent dated March 24, 2026),
- DIP is \$6,390.54 (as per Ministerial Order dated March 27, 2026), and;
- Evergreen Foundation requisition is \$1,045,732.55 (as per invoice received March 25, 2026).

### Discussion:

Presented below is a comparison of the 2025 tax rates vs the new 2026 tax rates.

As shown, Municipal tax rates have gone up in both urban and rural areas. The Alberta School Foundation and Evergreen rates have both decreased for 2026.

The rates applied to the 2025 Assessed Property Values will show a tax loss of approximately 2.25M. To calculate this loss, administration had to work with the assessor to determine what the value of the destroyed properties would have been should there not have been a fire. This was completed by applying inflation back to the lost assessed values, calculating what the tax rates would have been, and applying those rates back to the

currently reduced 2025 assessed values.

2025			2026			2025 vs 2026		
	Urban	Rural		Urban	Rural		Urban	Rural
<b>Residential</b>			<b>Residential</b>			<b>Residential</b>		
Evergreens	0.000550	0.000550	Evergreens	0.000458	0.000458	Evergreens	-0.000092	-0.000092
Education	0.002652	0.002652	Education	0.002275	0.002275	Education	-0.000377	-0.000377
Municipal	0.002416	0.000976	Municipal	0.002526	0.000977	Municipal	0.000110	0.000001
	0.005619	0.004179		0.005260	0.003710		-0.000359	-0.000468
<b>Lake Edith</b>			<b>Lake Edith</b>			<b>Lake Edith</b>		
Evergreens	-	0.000550	Evergreens	-	0.000458	Evergreens		-0.000092
Education	-	0.002652	Education	-	0.002275	Education		-0.000377
Municipal	-	0.000569	Municipal	-	0.000570	Municipal		0.000001
	0.000000	0.003772		0.000000	0.003303		0.000000	-0.000469
<b>Non-Residential</b>			<b>Non-Residential</b>			<b>Non-Residential</b>		
Evergreens	0.000550	0.000550	Evergreens	0.000458	0.000458	Evergreens	-0.000092	-0.000092
Education	0.003620	0.003620	Education	0.003502	0.003502	Education	-0.000118	-0.000118
Municipal	0.012081	0.004881	Municipal	0.012631	0.004886	Municipal	0.000550	0.000005
	0.016251	0.009051		0.016591	0.008846		0.000340	-0.000206
<b>M&amp;E Electrical Residual PILT</b>			<b>M&amp;E Electrical Residual PILT</b>			<b>M&amp;E Electrical Residual PILT</b>		
Evergreens	0.000550	0.000550	Evergreens	0.000458	0.000458	Evergreens	-0.000092	-0.000092
Education (Exempt)	-	-	Education (Exempt)	-	-	Education (Exempt)		
Municipal	0.012081	0.004881	Municipal	0.012631	0.004886	Municipal	0.000550	0.000005
	0.012631	0.005431		0.013089	0.005344		0.000458	-0.000087
<b>DIP Assessment Requisition on DIP Properties</b>			<b>DIP Assessment Requisition on DIP Properties</b>			<b>DIP Assessment Requisition on DIP Properties</b>		
DIP Requisition Applied to DIP Properties	-	0.000070	DIP Requisition Applied to DIP Properties	-	0.000073	DIP Requisition Applied to DIP Properties		0.000003
	-	0.000070		-	0.000073			0.000003

Below is an example of the 2026 Municipal Taxation for Residential and Non-Residential Properties

Year	Residential Urban Tax Rate	Per 100k Assessed Value	Non-Residential Urban Mill Rate	Per 100k Assessed Value
2026	0.002526	\$ 253	0.012631	\$ 1,263
<b>Residential/Urban Assessed Value</b>	<b>100,000</b>	<b>350,000</b>	<b>500,000</b>	<b>750,000</b>
2026 Taxes	\$ 253	\$ 884	\$ 1,263	\$ 1,895
<b>Non-Residential/Urban Assessed Value</b>	<b>1,000,000</b>	<b>2,500,000</b>	<b>5,000,000</b>	<b>10,000,000</b>
2026 Taxes	\$ 12,631	\$ 31,577	\$ 63,154	\$ 126,308

**Below is an example of ALL 2026 taxes applied to sample property assessed values**

Residential Urban		2025	Difference	
			2026	Annually
Assessed at				
800,000	Evergreens	\$440	\$367	-\$74
	ASFF	\$2,122	\$1,820	-\$302
	Municipal	\$1,933	\$2,021	\$88
	<b>Total</b>	<b>\$4,495</b>	<b>\$4,208</b>	<b>-\$287</b>

Commercial Urban		2025	Difference	
			2026	Annually
Assessed at				
10,000,000	Evergreens	\$5,503	\$4,582	-\$921
	ASFF	\$36,202	\$35,019	-\$1,183
	Municipal	\$120,806	\$126,308	\$5,502
	<b>Total</b>	<b>\$162,510</b>	<b>\$165,908</b>	<b>\$3,398</b>

**Strategic Relevance:**

- Foster public engagement and informed dialogue to strengthen trust and clarity
- Align fiscal capacity to sustain priority services
- Clearly and simply communicate the facts around our finances
- Manage funding transitions to protect service stability

**Inclusion Considerations:**

Property taxes fund essential services that benefit the entire community and support equitable access to municipal programs, facilities, and infrastructure. By investing tax revenue in services that serve diverse needs, the municipality provides services and support to individuals and businesses that enable full participation in community life and contribute to Jasper’s social and economic resilience.

**Relevant Legislation:**

Alberta Municipal Government Act

Property tax bylaw

353(1) Each council must pass a property tax bylaw annually.

(2) The property tax bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of

- (a) the expenditures and transfers set out in the budget of the municipality, and
- (b) the requisitions.

**Financial:**

Once the Tax Rate Bylaw for 2026 receives three readings from Council, the tax rates will be applied against the 2025 assessments to formulate the 2026 taxes. The Tax Notices will then be sent out by June 14, 2026, and payment is due by July 15, 2026, in order to not incur penalties.

**Attachments:**

- Bylaw #280 Taxation Rates Bylaw 2026

**MUNICIPALITY OF JASPER**  
**BYLAW #280**

**BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE MUNICIPALITY OF JASPER FOR THE 2026 TAXATION YEAR.**

**Contents**

1. Citation
2. Definitions
3. Taxation Rates
4. Severance

**WHEREAS** at its meeting of December 16, 2025, the Council of the Municipality of Jasper prepared and adopted detailed estimates of the municipal revenues, expenditures and requisitions required for year 2026.

**AND WHEREAS** the estimated expenditures, requisitions, services and surplus set out in the operating budget for the Municipality of Jasper for 2026 total \$41,736,210

**AND WHEREAS** the 2026 estimated municipal revenues and transfers from all sources other than taxation are estimated at \$29,065,960 the balance of \$12,670,250 to be raised by general municipal taxation.

	<b>2026 Municipal Requisition</b>	<b>Prior Year (Over)/Under-levy</b>	<b>Total</b>
<b>Residential</b>	\$2,884,296		\$2,884,296
<b>Non-Residential</b>	\$9,785,954		\$9,785,954
<b>Total</b>	\$12,670,250		\$12,670,250

**AND WHEREAS** the 2026 Alberta School Foundation requisition is \$6,353,349 and collected as follows:

	<b>2026 ASFF Requisition</b>	<b>Prior Year (Over)/Under-levy</b>	<b>Total</b>
<b>Residential</b>	\$2,938,512	\$0	\$2,938,512
<b>Non-Residential</b>	\$3,414,837	\$0	\$3,414,837
<b>Total</b>	\$6,353,349	\$0	\$6,353,349

**AND WHEREAS** the Council of the Municipality of Jasper has received a requisition in 2025 in the amount of \$1,045,733 from the Evergreens Foundation to be collected as follows:

	<b>2026 Evergreen Requisition</b>	<b>Prior Year (Over)/Under-levy</b>	<b>Total</b>
<b>Operating</b>	\$538,297	\$0	\$538,297
<b>Capital</b>	\$507,435	\$0	\$507,435
<b>Total</b>	\$1,045,733	\$0	\$1,045,733

**AND WHEREAS** for the purposes of collecting the portion of the requisition defined in section 326(1)(a)(vi) of the *Municipal Government Act* (RSA 2000, cM-26) and amendments thereto, the Chief Administrative Officer is hereby authorized to impose the tax rate set by the Minister in accordance with section 359.3 of the Act on the assessed value of all taxable Designated Industrial Property (DIP) shown on the 2025 assessment roll of the Municipality of Jasper for 2026 total \$6,390.48 (after prior year over levy applied).

**AND WHEREAS** the Council of the Municipality of Jasper is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and requisitions;

**AND WHEREAS** the Council of the Municipality of Jasper is required each year to levy on the assessed value of all property, tax rates sufficient to meet the Alberta School Foundation (ASFF) requisition;

**AND WHEREAS** the Council of the Municipality of Jasper is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property subject to the *Municipal Government Act* (RSA 2000, cM-26) and amendments thereto;

**AND WHEREAS** the assessed value of all property in the Municipality of Jasper as shown on the current assessment roll is:

<b>Assessment for</b>	<b>Education</b>	<b>Municipal</b>	<b>Evergreens</b>	<b>DIP</b>
Residential	\$1,021,250,250	\$1,028,913,400	\$1,021,250,250	
Residential Lake Edith	\$85,882,000	\$85,882,000	\$85,882,000	
Non-Residential	\$851,184,410	\$854,196,320	\$866,694,170	
Electric Power Generation Machinery & Equipment GIL – Parklands		\$18,013,370		
DIP Assessment Requisition Properties				\$87,781,280
<b>Total</b>	<b>\$1,958,316,660</b>	<b>\$1,987,005,090</b>	<b>\$1,973,826,420</b>	<b>\$87,781,280</b>

**NOW THEREFORE** be it resolved that the Council of the Municipality of Jasper in the Province of Alberta, duly assembled, enacts:

**1. CITATION**

1.1 This Bylaw may be cited as Municipality of Jasper Bylaw #280 the “Jasper Taxation Rates Bylaw 2026”.

1.2 The Municipality of Jasper Bylaw #270 the “Jasper Taxation Rates Bylaw 2025” is hereby repealed.

## 2. DEFINITIONS

### 2.1 In this Bylaw:

- 2.1.1 “*Chief Administrative Officer*” shall mean the individual duly appointed to that position for the Municipality of Jasper at any given time and includes any person authorized to act for and in the name of that individual;
- 2.1.2 “*Council*” shall mean the Council of the Municipality of Jasper;
- 2.1.3 “*Municipality*” and “*Municipality of Jasper*” shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;
- 2.1.4 “*Rural Properties*” shall mean those properties located outside the boundaries of the Town of Jasper but inside the boundaries of the Municipality of Jasper as defined in the Agreement for the Establishment of Local Government in Jasper dated June 13, 2001; and
- 2.1.5 “*Urban Properties*” shall mean those properties located within the Town of Jasper as defined in the Agreement for the Establishment of Local Government in Jasper dated June 13, 2001.

## 3. TAXATION RATES

- 3.1 The Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property shown on the assessment roll of the Municipality of Jasper:

	<b>Urban</b>	<b>Rural</b>
<b>Residential</b>		
Evergreens	0.000458	0.000458
Education	0.002275	0.002275
Municipal	0.002526	0.000977
	0.005260	0.003710
<b>Lake Edith</b>		
Evergreens	-	0.000458
Education	-	0.002275
Municipal	-	0.000570
		0.003303
<b>Non-Residential</b>		
Evergreens	0.000458	0.000458
Education	0.003502	0.003502
Municipal	0.012631	0.004886
	0.016591	0.008846
<b>M&amp;E Electrical Residual PILT</b>		
Evergreens	0.000458	0.000458
Education (Exempt)	-	-
Municipal	0.012631	0.004886
	0.013089	0.005344
<b>DIP Assessment Requisition on DIP Properties</b>		
DIP Requisition Applied to DIP Properties	-	0.000073
	-	0.000073

**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 EFFECT**

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

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2026.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2026.

READ a third time and finally passed this \_\_\_\_ day of, \_\_\_\_\_ 2026.

\_\_\_\_\_  
Mayor

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

## Door-to-Door Solar Sales

Moved by: City of St. Albert

Seconded by:

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**WHEREAS** the Government of Alberta's Clean Energy Improvements Regulation enables municipalities to establish Clean Energy Improvement Programs (CEIP) that provide for the financing of specific residential and commercial energy efficiency and renewable energy upgrades, including insulation, heating and cooling systems, and solar photovoltaic panels (solar PV);

**WHEREAS** CEIP participation is contingent upon compliance with specific program requirements, including the use of approved contractors and eligible energy efficiency and renewable energy upgrades and products;

**WHEREAS** the Government of Alberta introduced consumer protection measures in 2017 to restrict door-to-door sales of specific "household energy products," including furnaces, water heaters, windows and air conditioners;

**WHEREAS** these restrictions do not include solar PV systems, resulting in solar PV contractors being exempt from the door-to-door sales prohibitions that apply to other contractors that deliver CEIP-financed products for Albertans;

**WHEREAS** this regulatory gap has contributed to misinformation being shared regarding CEIP eligibility and financing terms, contributing to consumer confusion and financial misunderstanding, and placing additional administrative burden on municipalities delivering CEIP programs;

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta to enhance regulatory oversight for door-to-door solar PV sales, and to engage with Alberta Municipalities and the solar PV industry to protect consumers from misinformation regarding municipal CEIP programs.

### **BACKGROUND:**

The Government of Alberta's Clean Energy Improvements Regulation came into force in January 2019, which allowed for the implementation of Alberta Municipalities' Clean Energy Improvement Program (CEIP). CEIP is an innovative financing tool that enables residential and commercial property owners in municipalities that pass a clean energy improvement tax bylaw to access long-term financing to fund energy efficiency and renewable energy upgrades, and to pay it off over long-term through their property tax bill.

As of 2026, 29 municipalities are running active CEIP programs across Alberta, with over 1,000 projects being completed and \$125 million in financing being made available. Upgrades such as insulation, windows/doors, heat pumps, and solar PV installations are some of the eligible products covered by CEIP. This injection of funding into the home upgrade market has boosted economic

activity and financial opportunities in the home contracting trades; over 675 Albertan contractors have been designated as “CEIP Qualified Contractors,” which include electricians, plumbing & HVAC contractors, and solar PV contractors among others.

However, regulatory gaps within the Consumer Protection Act have created an uneven playing field among CEIP contractors and increased the risk of misinformation regarding program eligibility and financing terms. Of particular relevance is the fact that certain door-to-door sales activities were banned by the Government of Alberta in 2017, however this ban only applied to the following specific “household energy products”:

- Furnaces
- Natural gas and electricity energy contracts
- Water heaters
- Windows
- Air Conditioners
- Energy Audits

Although this ban covers the majority of contractors that deliver CEIP upgrades, it does not cover solar PV contractors, meaning these contractors do not have the same restrictions and can engage in door-to-door sales activities.

In addition to the consequences of creating an uneven playing field for CEIP contractors, this regulatory gap also creates financial strain on municipalities, as many municipalities with CEIP programs have needed to direct more staff resources to handling resident inquiries and complaints regarding information provided to them by solar PV contractors performing unsolicited door-to-door sales.

This resolution seeks to ensure solar PV contractors are subject to comparable consumer protection standards as other home energy contractors participating in CEIP programs, in order to protect Albertan consumers, support fair market conditions, and reduce associated administrative burdens on municipalities that must correct misinformation on CEIP program criteria and eligibility.