MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA
August 4, 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, August 4, 2026 attachment

Recommendation: That Council approve the agenda for the regular meeting of August 4, 2026 as presented.

3 APPROVAL OF MINUTES

3.1 Regular meeting minutes, July 7, 2026 attachment

Recommendation: That Council approve the minutes of the July 7, 2026 Regular Council meeting as presented.

3.2 Committee of the Whole meeting minutes, July 14, 2026 attachment

Recommendation: That Council approve the minutes of the July 14, 2026 Committee of the Whole meeting as presented.

3.3 Special Council meeting minutes, July 14, 2026 attachment

Recommendation: That Council approve the minutes of the July 14, 2026 Special Council meeting as presented.

4 DELEGATIONS

5 CORRESPONDENCE

6 NEW BUSINESS

6.1 Jasper Recovery Coordination Centre Progress Update attachment

Recommendation: That Council receive the report for information.

6.2 Director's Report – Finance & Administration attachment

Recommendation: That Council receive the report for information.

6.3 Jasper Encroachment Bylaw 2026 attachment

Recommendation: That Council read for the third time, Bylaw #286, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to address encroachment on Municipal Lands in the Town of Jasper.

6.4 Borrowing Bylaws attachment

Recommendations: That Council read for the third time, Bylaw #281, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize Council to incur indebtedness by the issuance of debenture in the amount of $1,900,000 for the purpose of the Jasper Recreation Complex Renovation Phase 3.

That Council read for the third time, Bylaw #282, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize Council to incur indebtedness by the issuance of debenture in the amount of $3,200,000 for the purpose of wastewater treatment facilities renovations and upgrades.

That Council read for the third time, Bylaw #283, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize Council to incur indebtedness by the issuance of debenture in the amount of $776,705 for the purpose of servicing Arnica Avenue.

That Council read for the third time, Bylaw #284, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize Council to incur indebtedness by the issuance of debenture in the amount of $4,000,000 for the purpose of servicing wildfire affected water and wastewater infrastructure.

6.5 Unsolicited Donations Policy attachment

Recommendation: That Council approve B-128 Unsolicited Donations Policy as presented.

6.6 Audit Services RFP Award

Recommendation: That Council approve the award of the 5-year Audit Services agreement to MNP for the term of August 1, 2026 to July 31, 2031.

6.7 Jasper Municipal Housing Corporation - Annual Written Shareholder Resolution attachment

Recommendation: That Council authorize the Jasper Municipal Housing Corporation Annual Written Shareholder Resolution as presented; and

That Council receive the Jasper Municipal Housing Corporation 2025 Annual Report and Audited Financial Statements for information.

6.8 Records Retention and Disposition Bylaw attachment

Recommendation: That Council read for the second time, Bylaw #285, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to regulate the retention and disposition of records.

7 NOTICES OF MOTION

8 COUNCILLOR REPORTS

9 UPCOMING EVENTS

Legislative Committee Meeting – 10:30am, August 18, Quorum Room
Jasper Folk Music Festival – September 11 & 12, Commemoration Park
Alberta Municipalities Convention – September 23-25, Edmonton Convention Centre
Library & Cultural Centre Anniversary – 6pm-9pm, October 2, Jasper Library & Cultural Centre

10 ADJOURNMENT

*Recommendation**:** That, there being no further business, the regular meeting of August 4, 2026 be adjourned at __________.*

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

AGENDA ITEM 3.1

Municipality of Jasper

Regular Council Meeting Minutes

Tuesday, July 7, 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 Laurie Rodger, Councillors Ralph Melnyk, Kable Kongsrud, and Danny Frechette.
Absent	Councillors Wendy Hall and Kathleen Waxer
Also present	Bill Given, Chief Administrative Officer Beth Sanders, Director of Urban Design & Standards Christine Nadon, Director of Protective & Legislative Services Christopher Read, Director of Community Development Courtney Donaldson, Director of Operations & Utilities Doug Olthof, Director of Recovery Natasha Malenchak, Director of Finance & Administration Emma Acorn, Legislative Services Coordinator Emily Goldney, Parks Canada Bob Covey, The Jasper Local 19 observers
Call to order	Mayor Ireland called the July 7, 2026 Regular Council meeting to order at 1:30pm.
Additions/ deletions to agenda #293/26	MOTION by Councillor Melnyk – BE IT RESOLVED that Council add the following item to the July 7, 2026 Regular Council meeting agenda: • 6.1 Jasper Recovery Coordination Centre Progress Update FOR 5 Councillors — AGAINST 0 Councillors — CARRIED
Approval of agenda #294/26	MOTION by Councillor Frechette – BE IT RESOLVED that Council approve the agenda for the July 7, 2026 Regular Council meeting as amended. FOR 5 Councillors — AGAINST 0 Councillors — CARRIED
Approval of Regular minutes #295/26	MOTION by Councillor Rodger – BE IT RESOLVED that Council approve the minutes of the June 16, 2026 Regular Council meeting as presented. FOR 5 Councillors — AGAINST 0 Councillors — CARRIED
Approval of Committee of the Whole minutes #296/26	MOTION by Councillor Kongsrud – BE IT RESOLVED that Council approve the minutes of the June 23, 2026 Committee of the Whole meeting as presented. FOR 5 Councillors — AGAINST 0 Councillors — CARRIED
Business arising from minutes	none
Delegations	none
Correspondence – Jasper Employment & Education Centre	Council received correspondence from Jenn Stolfa, Executive Director of the Jasper Employment & Education Centre, providing an update on the Rural Renewal Program. CAO Bill Given also shared more background information on the program.

#297/26	MOTION by Councillor Melnyk – BE IT RESOLVED that Council direct Administration to return to a future Committee meeting with a report on the Rural Renewal Program; including recommendations, before the annual Organizational meeting. FOR 5 Councillors — AGAINST 0 Councillors — CARRIED
#298/26	MOTION by Councillor Frechette – BE IT RESOLVED that Council receive the correspondence for information. FOR 5 Councillors — AGAINST 0 Councillors — CARRIED
Correspondence – ACFA	Council received correspondence from Lucile Dubreuil, Executive Director of the Jasper ACFA (L'Association Canadienne Française de l'Alberta). The letter was also cosigned by Marianne Garrah, Executive Development Director of Habitat for the Arts; and Alison Rudge, Library Board Member. The senders have formed a planning committee for the 10th anniversary of the Library and Cultural Centre and invited Council to participate and support the event.
#299/26	MOTION by Councillor Melnyk – BE IT RESOLVED that Council receive the correspondence for information; and That Council signify its intent to participate in the library anniversary event and refer the request for support to Administration to report back to Council. FOR 5 Councillors — AGAINST 0 Councillors — CARRIED
Jasper Recovery Coordination Centre Progress Update	Council received a Jasper Recovery Coordination Centre progress update from Director of Urban Design & Standards Beth Sanders and Parks Canada Rebuild Planning Manager Emily Goldney. Highlights included information on key recovery activities as well as a deeper dive into rebuilding information. Director of Recovery Doug Olthof was also present to assist with Council questions. The presentation slides are attached to these minutes.
Recess	Mayor Ireland called a recess from 2:08pm to 2:20pm to resolve technical difficulties.
Jasper Recovery Coordination Centre Progress Update #300/26	MOTION by Councillor Melnyk – BE IT RESOLVED that Council receive the Jasper Recovery Coordination Centre progress update for information. FOR 5 Councillors — AGAINST 0 Councillors — CARRIED
Director's Report – Protective & Legislative Services	Council received a department update from Director of Protective & Legislative Services Christine Nadon. Highlights included information on major projects; the Wildfire Resiliency Strategy; staffing; service trends; communications; and more.
#301/26	MOTION by Councillor Melnyk – BE IT RESOLVED that Council receive the report for information. FOR 5 Councillors — AGAINST 0 Councillors — CARRIED
Tennis Court Refurbishment Project Sponsorship Program #302/26	Council discussed adding the word "Recognition" into the title of the program. Director of Community Development Christopher Read agreed with the update and thanked Council for their attention to detail. MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the Tennis Court Refurbishment Project Sponsorship Recognition Program as amended. FOR — AGAINST

	5 Councillors	0 Councillors	CARRIED

Affordable Housing Property Tax Grant Program #303/26

MOTION by Councillor Rodger – BE IT RESOLVED that Council approve the Affordable Housing Property Tax Program as presented; and direct administration to implement an Affordable Housing Property Tax Grant Program.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

Records Retention and Disposition Bylaw #304/26

Mr. Given and Ms. Nadon were present to answer Council questions regarding legislation.

MOTION by Councillor Melnyk – BE IT RESOLVED that Council read for the first time, Bylaw #285, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to regulate the retention and disposition of records.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

Mayor Ireland relinquished the Chair to Deputy Mayor Rodger in order to make the following motion.

#305/26

MOTION by Mayor Ireland – BE IT RESOLVED that Council direct Administration to amend Bylaw #285 by adding a definition for a municipal record.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

Deputy Mayor Rodger returned the Chair to Mayor Ireland.

#306/26

MOTION by Councillor Melnyk – BE IT RESOLVED that Council direct Administration to review 7.2 in its entirety for appropriate verbiage.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

Recess

Mayor Ireland called a recess from 3:42pm to 3:52pm.

Jasper Encroachment Bylaw 2026

Director of Operations & Utilities Courtney Donaldson reviewed amendments made to the draft bylaw after it was first discussed at the June 23, 2026 Committee of the Whole meeting.

#307/26

MOTION by Councillor Rodger – BE IT RESOLVED that Council read for the first time, Bylaw #286, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to address encroachment on Municipal Lands in the Town of Jasper.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

#308/26

MOTION by Councillor Rodger – BE IT RESOLVED that Council add the word “authorized” in front of the word “encroachments” at the beginning of Section 3.2.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

#309/26

MOTION by Councillor Melnyk – BE IT RESOLVED that Council read for the second time, Bylaw #286, as amended, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to address encroachment on Municipal Lands in the Town of Jasper.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

Borrowing Bylaws #310/26	MOTION by Councillor Melnyk – BE IT RESOLVED that Council read for the second time, Bylaw #281, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize Council to incur indebtedness by the issuance of debenture in the amount of $1,900,000 for the purpose of the Jasper Recreation Complex Renovation Phase 3. FOR 5 Councillors — AGAINST 0 Councillors — CARRIED
#311/26	MOTION by Councillor Frechette – BE IT RESOLVED that Council read for the second time, Bylaw #282, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize Council to incur indebtedness by the issuance of debenture in the amount of $3,200,000 for the purpose of wastewater treatment facilities renovations and upgrades. FOR 5 Councillors — AGAINST 0 Councillors — CARRIED
#312/26	MOTION by Councillor Rodger – BE IT RESOLVED that Council read for the second time, Bylaw #283, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize Council to incur indebtedness by the issuance of debenture in the amount of $776,705 for the purpose of servicing Arnica Avenue. FOR 5 Councillors — AGAINST 0 Councillors — CARRIED
#313/26	MOTION by Councillor Frechette – BE IT RESOLVED that Council read for the second time, Bylaw #284, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize Council to incur indebtedness by the issuance of debenture in the amount of $4,000,000 for the purpose of servicing wildfire affected water and wastewater infrastructure. FOR 5 Councillors — AGAINST 0 Councillors — CARRIED
Notices of Motion	none
Councillor Reports	Councillor Melnyk attended the Community Futures West Yellowhead annual general meeting in Grande Cache on June 24. Councillor Frechette worked alongside the Communities in Bloom Committee on June 24 as part of Stewardship Day activities. Mayor Ireland attended the following events: • 2026 Annual Meeting of Provincial & Territorial Ministers Responsible for Local Govt with Minister Dan Williams on June 23 • Along with Councillor Kongsrud, met with the President of the Federation of Canadian Municipalities on June 24 • Spoke at Jasper Junior/Senior High School Graduation on June 25 • ATCO meeting to discuss rebuild on June 26 • Met the new Vice President of Operations for Parks Canada on June 26 • Present for funding announcements on June 30 with Minister of Finance François-Philippe Champagne and Minister of Emergency Management and Community Resilience Eleanor Olszewski • Canada Day pancake breakfast, flag raising, parade, and teepee raising on July 1
Upcoming events	Council received a list of upcoming events for information.

Adjournment #314/26	MOTION by Councillor Frechette – BE IT RESOLVED that, there being no further business, the Regular Council meeting of July 7, 2026 be adjourned at 4:33pm.		
	FOR 5 Councillors	AGAINST 0 Councillors	CARRIED

____
Mayor

____
Chief Administrative Officer

ATTACHMENT TO JULY 7, 2026 Regular Council meeting minutes

JASPER RECOVERY COORDINATION CENTRE (JRCC)

July 7, 2026

PROGRESS UPDATE

MUNICIPALITY OF JASPER

Parks Canada Parcs Canada

SUMMARY OF KEY RECOVERY ACTIVITIES

DEBRIS REMOVAL

- Total Number of properties with permits issued (in and out of town): 393
- Properties in-town cleared of debris: 369/369 - 100%
- **Certificates of Completion issued: 382 - 97.2%**
  - In Town non-commercial certificates: **338** (out of 341 properties with demolition permits)

This coordinated progress is enabling safe, timely debris removal; paving the way for rebuilding and protecting public health, safety, and the environment.

SITE PREPARATION

Site preparation status of properties impacted by the 2024 Jasper wildfire within the Municipality of Jasper only

Updated: June 29, 2026 - Source: Parks Canada

This coordinated progress is enabling safe, timely debris removal; paving the way for rebuilding and protecting public health, safety, and the environment.

INTERIM HOUSING

- 420 households (765 individuals) are currently in the program
- All interim housing units are occupied or allocated
- Unmet needs, 231 households (350 individuals)
- Wabasso Campground will remain open for applications until October 12 (or until full). Currently, 15 sites are occupied, 10 are reserved with confirmed arrivals, 8 are reserved with no confirmed arrival date, and 18 sites remain available; most are only suitable for smaller units
- 34 sites are occupied by residents at Whistlers campground
- Landscaping and tree planting activities will take place on in-town interim housing sites in the coming months

These combined actions underscore our ongoing progress toward delivering scalable and adaptable interim housing.

SOCIAL RECOVERY

- Planning under way for the 2-Year Commemoration of the 2024 Jasper Wildfire
- Pathfinders training is on pause for the summer months. 113 Pathfinders and 23 Youth Navigators have completed training
- Community Spiritual Circles continue until November 2026
- Red Cross insurance and contracting navigation supports remain heavily subscribed
- Interim housing garden boxes have been delivered. Community Message Boards are in development.

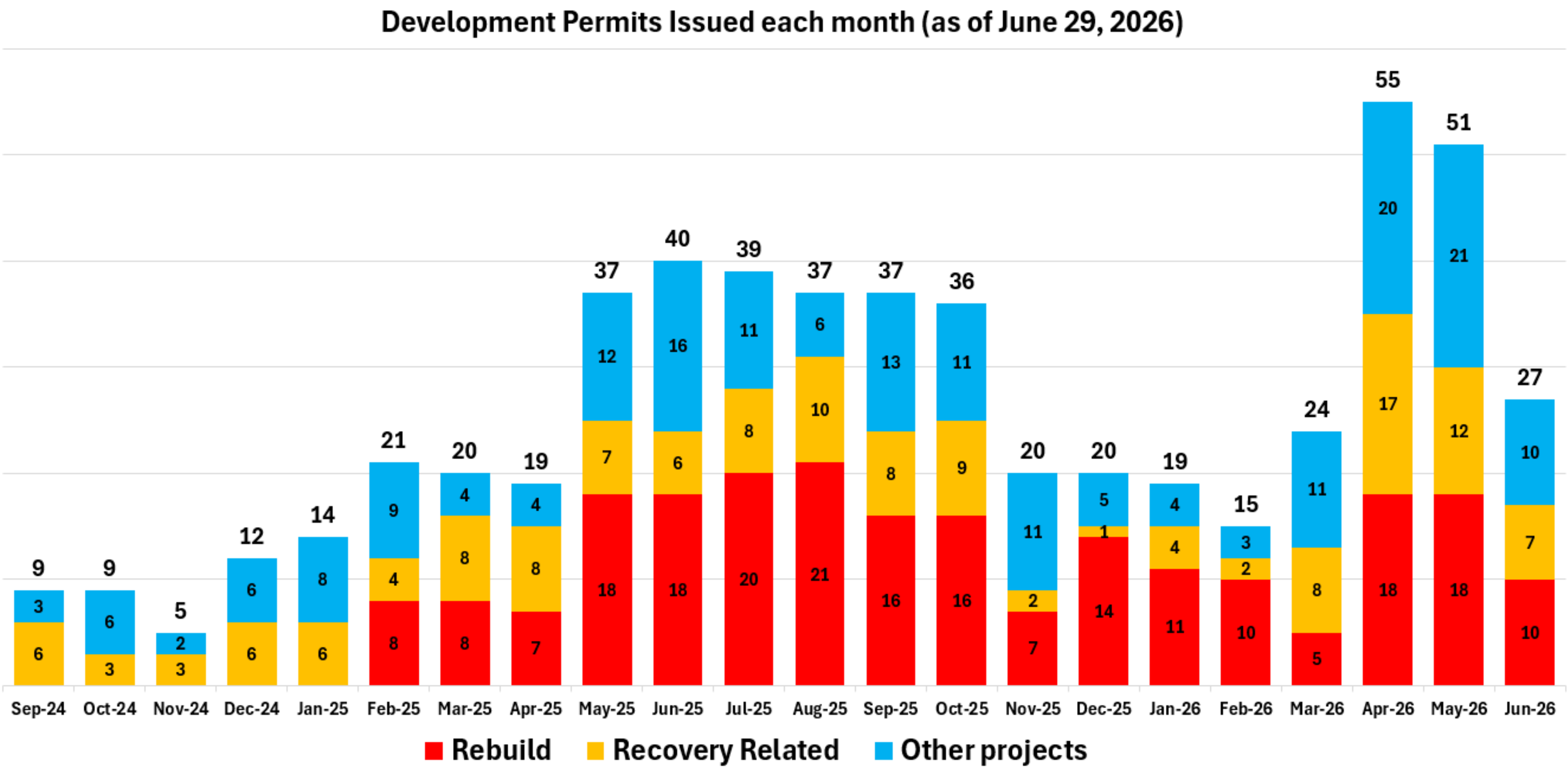
ECONOMIC RECOVERY

- **Interim Industrial Park**
  - The Interim Industrial Park has reached full occupancy and continues to support fire-impacted businesses operating in the community. The program is still accepting applications for the waitlist
- **Pop-Up Village**
  - The 2026 operating season (May–October) is underway.
  - Placemaking and activation activities to follow throughout the season

FOCUS ON REBUILD

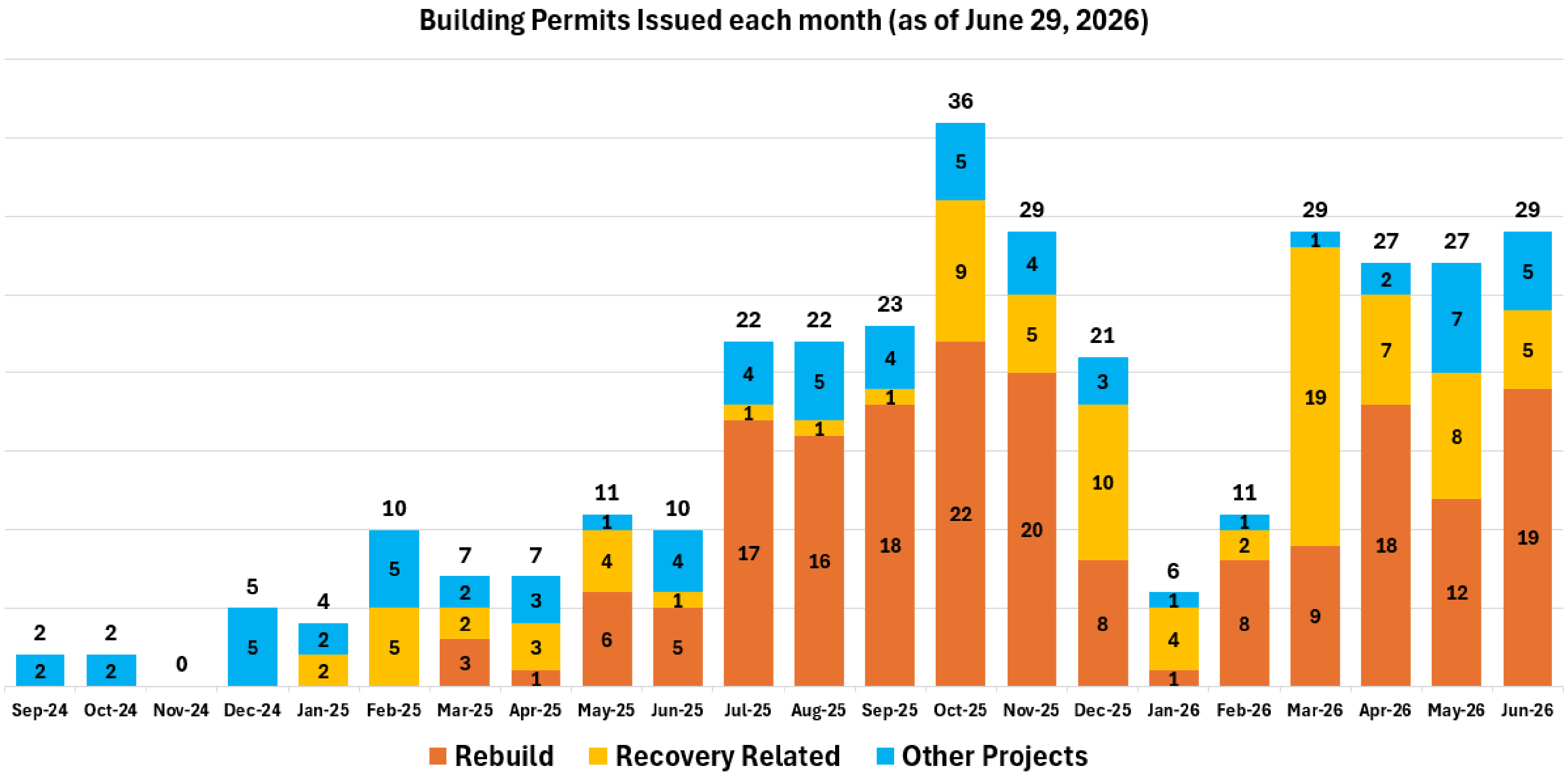
RECOVERY PRIORITY #3

PERMITS ISSUED - DEVELOPMENT PERMITS



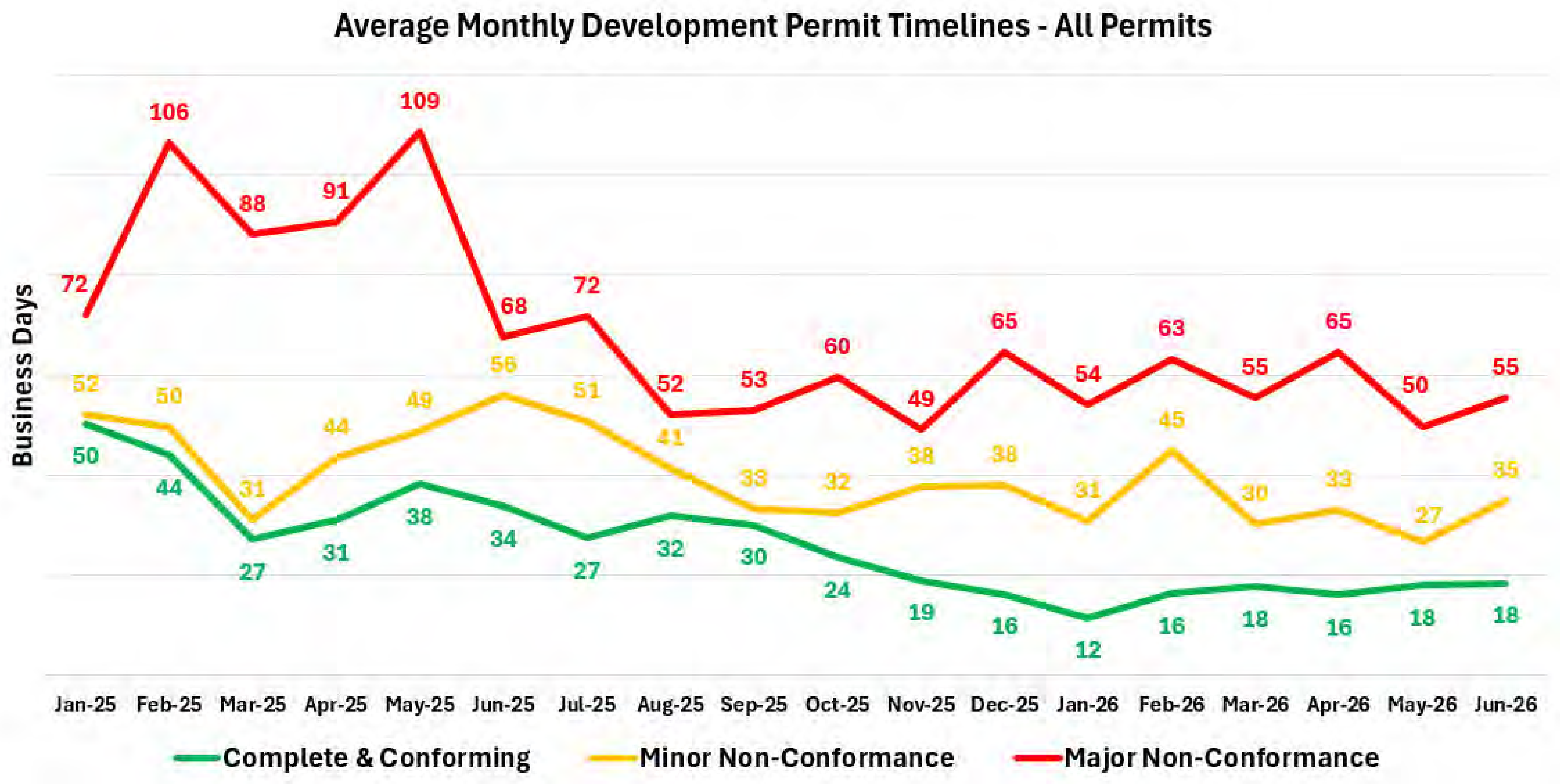
566 Development Permits Issued since September 2024
(Excluding Demolition Permits)

PERMITS ISSUED - BUILDING PERMITS



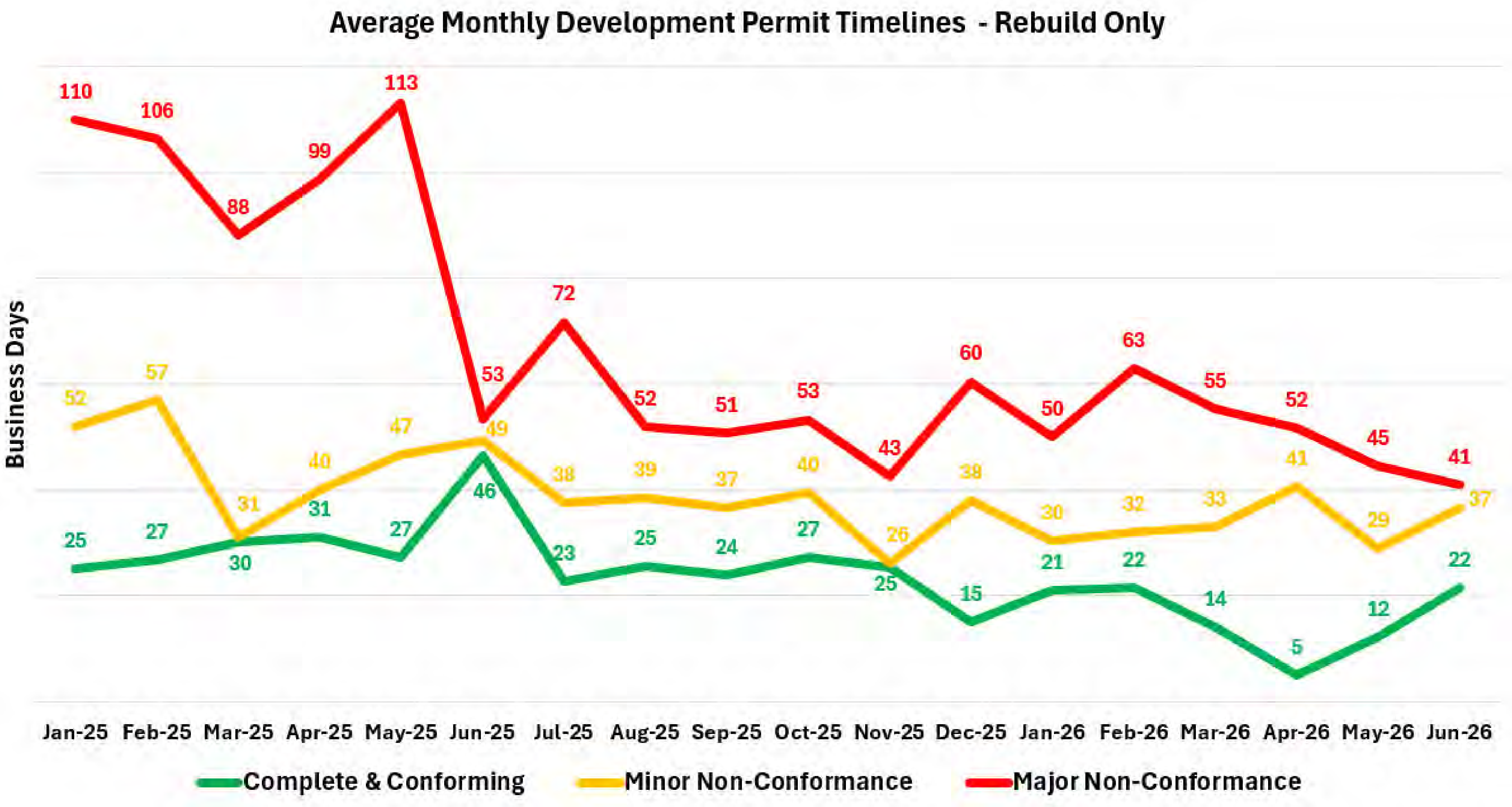
340 Building Permits Issued since September 2024

PERMIT TIMELINES – ALL PERMITS

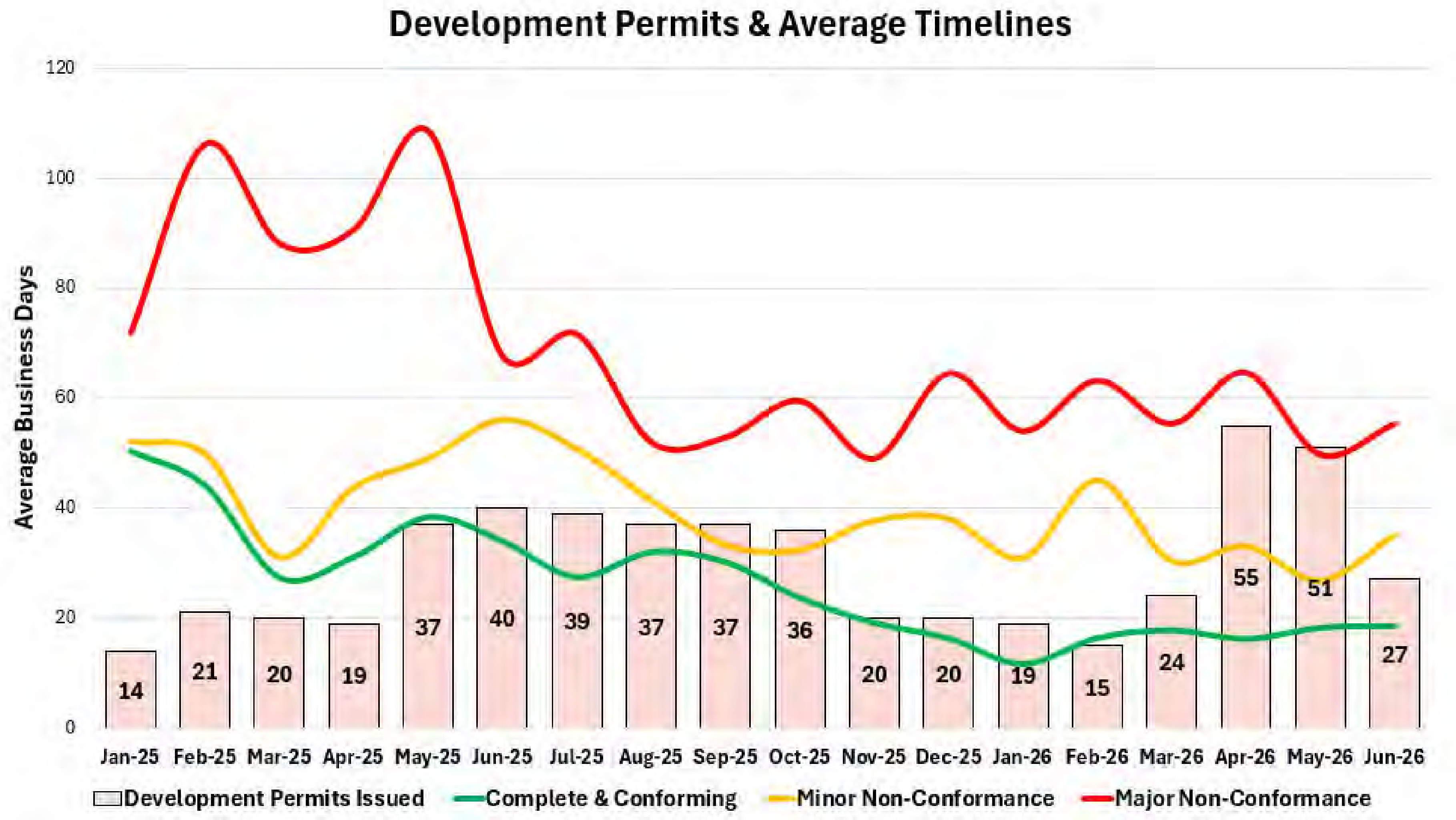


Average permit timelines are measured in business days

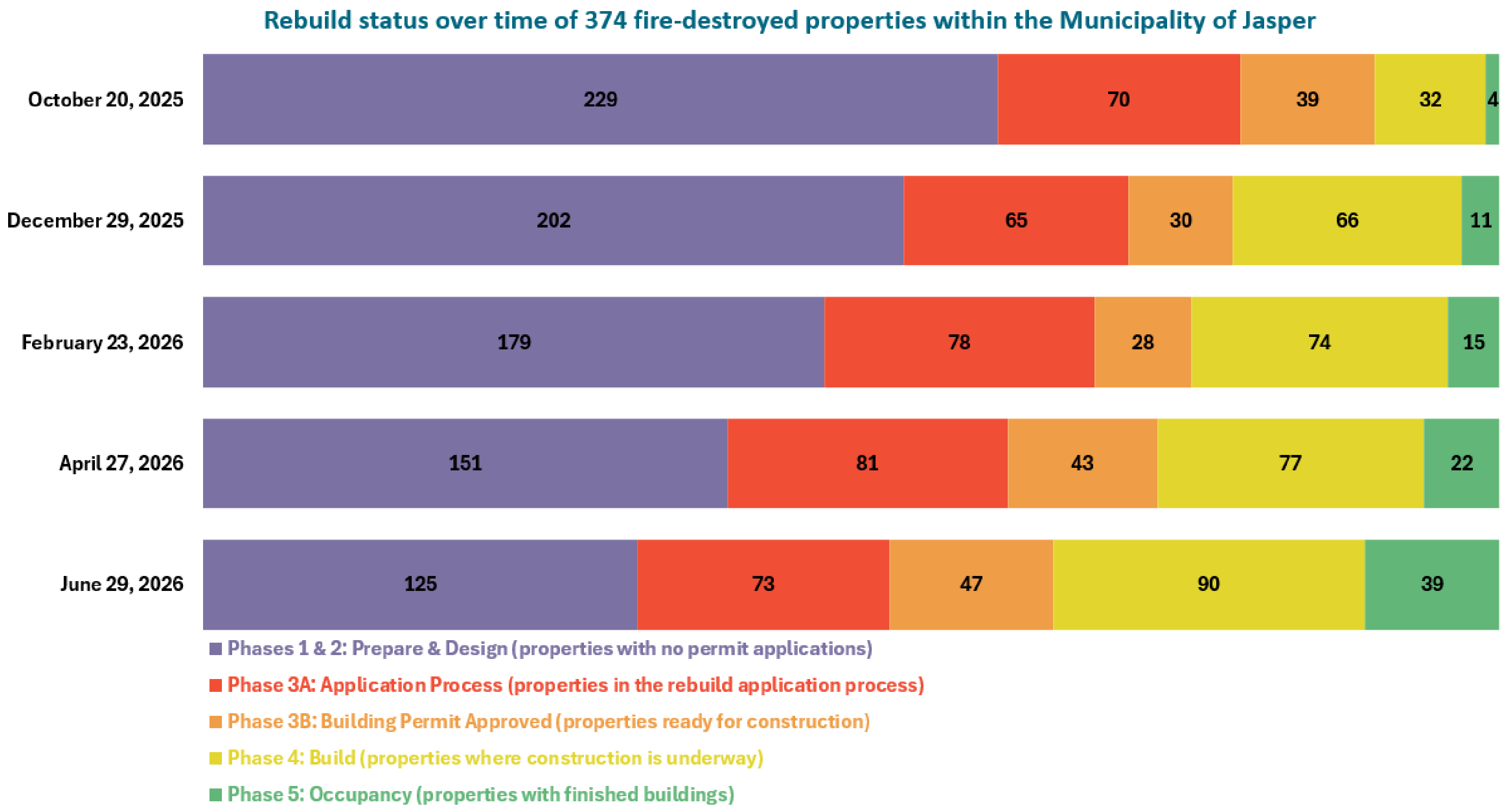
PERMIT TIMELINES – REBUILD ONLY



TIMELINES & DEVELOPMENT PERMIT VOLUME



REBUILD PROGRESS



REBUILD PROGRESS

Rebuild Status Map

- Phases 1 & 2: Prepare & Design (properties with no permit applications)
- Phase 3A: Application Process (properties in the rebuild application process)
- Phase 3B: Building Permit Approved (properties ready for construction)
- Phase 4: Build (properties where construction is underway)
- Phase 5: Occupancy (properties with finished buildings)

REBUILD – DWELLING UNITS

Updated June 29, 2026

<table>
<tr><th>Rebuilding properties in-town issued a building permit</th><th colspan="2"># Dwelling units in rebuilding properties in-town issued a building permit</th><th>Rebuild dwelling units in-town complete for occupancy</th></tr>
<tr><td rowspan="3">176</td><td colspan="2">382</td><td rowspan="3">63</td></tr>
<tr><td># Replacement Units</td><td># Net New Units</td></tr>
<tr><td>266</td><td>116</td></tr>
</table>

KEY HIGHLIGHTS IN 2026

- Builders Workshop (Feb) to prepare for 2026 construction season
- Updated Rebuild and Builders Guides
- Automatic Permitting launched for low-risk projects, 40 permits issued to date
- Public Road Closure Map launched to display active street and sidewalk closures in the townsite
- Streamlined SPSU process
- Policy & bylaw updates
  - Land Use Policy (PC)
  - Temporary Use Policy (PC)
  - Offsite Levy Bylaw (MOJ)
  - Parking Authority Bylaw (MOJ)
- Achieved 39 occupancies, representing 63 dwelling units
  - 5 of 78 Accessory Dwelling Unit Incentive Program applicants have finished their ADUs and received funding!

STILL TO COME IN 2026

- Builders' meeting on July 29, 2026 (mid-season check-in)
- Implementation of out-of-town fire resiliency requirements
- Continue to explore ways to streamline and expedite the permitting process
- Monitor the unique rebuilding challenges community members are experiencing

AGENDA ITEM 3.2

Municipality of Jasper
Committee of the Whole Meeting Minutes
Tuesday, July 14, 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 Laurie Rodger, Councillors Wendy Hall, Ralph Melnyk, Danny Frechette, Kathleen Waxer, and Kable Kongsrud
Absent	none
Also present	Bill Given, Chief Administrative Officer Christopher Read, Director of Community Development Doug Olthof, Director of Recovery Natasha Malenchak, Director of Finance & Administration Emma Acorn, Legislative Services Coordinator Bob Covey, The Jasper Local 8 observers
Call to Order	Deputy Mayor Rodger called the July 14, 2026 Committee of the Whole meeting to order at 9:30am and reminded all that the statutory 2-year insurance deadline for claims from the 2024 wildfire is next week.
Additions/ deletions to the agenda	Councillor Kongsrud requested that Committee add a discussion about residential parking to the agenda.
Approval of agenda #315/26	MOTION by Councillor Frechette that Committee approve the agenda for the July 14, 2026 Committee of the Whole meeting as amended: • Add 7.7 Residential Parking FOR: 7 Councillors — AGAINST: 0 Councillor — CARRIED
Business arising from minutes	Mayor Ireland shared that he has not yet written to the Minister of Public Safety and Emergency Services as captured in the minutes, but will be shortly.
Delegations	none
Correspondence	none
Jasper Cenotaph Update	Committee received a report from Administration regarding the Jasper Cenotaph and work ongoing with the Royal Canadian Legion Branch #31. Director of Community Development Christopher Read reviewed the report and shared progress made since the topic was first raised at budget discussions.

#316/26	MOTION by Councillor Waxer that Committee receive the report for information, and direct Administration to continue to support the Legion with the Jasper Cenotaph Project.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Unsolicited Donations Policy	Committee received a draft policy for considerations regarding unsolicited donations made to the Municipality of Jasper. Natasha Malenchak, Director of Finance & Administration, reviewed the draft policy and topic which was previously discussed at the March 24, 2026 Committee of the Whole meeting.
#317/26	MOTION by Mayor Ireland that Committee recommend Council approve the Unsolicited Donations Policy with the following amendment:

- Amend definition of unsolicited donations to read, "Unsolicited Financial Donation" means money voluntarily given to the Municipality without having been identified by the donor with a fundraising campaign, sponsorship program, grant application, or other formal solicitation process."

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Audit Services RFP Award	Committee received a request for decision regarding audit services. Ms. Malenchak reviewed the contents of the RFP, scoring methods, and recommendations.
#318/26	MOTION by Councillor Melnyk that Committee recommend Council approve the award of the 5-year Audit Services agreement to MNP for the term of August 1, 2026 to July 31, 2031.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Yellowhead Regional Library Municipal Levy Increase	CAO Bill Given reviewed a request for decision regarding a Yellowhead Regional Library Municipal Levy Increase and options available to Council.
#319/26	MOTION by Mayor Ireland that Committee recommend Council approve the proposed increase to the Yellowhead Regional Library municipal levy and conduct a special Council meeting before the summer break to formalize the approval.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Section 194(4) of the Municipal Government Act (MGA), RSA 2000, Chapter M-26 provides: (4) A special council meeting may be held with less than 24 hours' notice to all councillors and without notice to the public if at least 2/3 of the whole council agrees to this in writing before the beginning of the meeting.

The Mayor received written agreement; which is attached to the minutes of the Special meeting, from all seven members of Council to conduct a Special meeting for the purpose of passing a resolution regarding the Yellowhead Regional Library municipal levy increase.

Recess

Deputy Mayor Rodger called a recess from 10:13am to 10:23pm to conduct a Special Council meeting in regards to the Yellowhead Regional Library item.

Jasper Recovery Coordination Centre Year 2 Progress Report

Committee received a revised Jasper Recovery Coordination Centre Year 2 Progress Report after having received a first draft at the June 23, 2026 Committee meeting. Director of Recovery Doug Olthof reviewed updates made to the first draft.

#322/26

MOTION by Councillor Waxer that Committee receive the Jasper Recovery Coordination Centre Year 2 Progress Report for information.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Jasper Municipal Housing Corporation - Annual Written Shareholder Resolution

Committee received documents from the Jasper Municipal Housing Corporation (JMHC) Board. The JMHC Board passed its annual director resolutions at the June 25, 2026 JMHC Board Meeting. At the July 9, 2026 JMHC Annual Shareholder Meeting the Corporation provided a review of the proposed Annual Written Shareholder Resolution, the 2025 Audited Financial Statements and the JMHC 2025 Annual Report.

#323/26

MOTION by Mayor Ireland that Committee recommend Council authorize the Jasper Municipal Housing Corporation Annual Written Shareholder Resolution as presented; and

That Committee recommend Council receive the Jasper Municipal Housing Corporation 2025 Annual Report and Audited Financial Statements for information.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Residential Parking

Committee discussed the item on residential parking which Councillor Kongsrud had requested to add to the agenda.

#324/26

MOTION by Mayor Ireland that Committee direct Administration to circulate to all Councillors any information regarding residential parking which was made available to previous Council; and

That Committee direct Administration to provide an update regarding future residential parking plans at a future Committee of the Whole meeting.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Motion Action List

Administration reviewed the Motion Action List.

#325/26	MOTION by Councillor Waxer that Committee approve the updated Motion Action List with the removal of the following items: • Royal Canadian Legion Branch #31 • Unsolicited Donations • Jasper Recovery Coordination Centre Year 2 Progress Report And date changes for: • Recovery Advisory Committee Terms of Reference • Indigenous Relations Framework FOR 7 Councillors — AGAINST 0 Councillors — CARRIED
Councillor upcoming meetings	Councillor Frechette will be meeting with the Communities in Bloom Committee this Friday. Councillor Melnyk will be at a Jasper Partnership Initiative meeting on July 29th. Councillors Waxer and Melnyk plan to attend the event from 2pm-6pm at Commemoration Park, July 22nd to recognize two years since the 2024 Jasper wildfire. Mayor Ireland and Councillor Waxer will be at a media event for the Jasper Food Bank on the afternoon of July 29th. Mayor Ireland reminded all that it is the 25-year anniversary of the Municipality of Jasper incorporation on July 20, 2026.
Upcoming Events	Council reviewed a list of upcoming events.
Adjournment #326/26	MOTION by Councillor Frechette that, there being no further business, the Committee of the Whole meeting of July 14, 2026 be adjourned at 11:24am. FOR 7 Councillors — AGAINST 0 Councillors — CARRIED

AGENDA ITEM 3.3

Municipality of Jasper
Special Council Meeting Minutes
Tuesday, July 14, 2026 | 10:20am
Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through both Zoom livestreaming and in-person attendance.
Present	Mayor Richard Ireland, Deputy Mayor Laurie Rodger, Councillors Wendy Hall, Kathleen Waxer, Ralph Melnyk, Danny Frechette, and Kable Kongsrud
Absent	none
Also present	Bill Given, Chief Administrative Officer Natasha Malenchak, Director of Finance & Administration Doug Olthof, Director of Recovery Emma Acorn, Legislative Services Coordinator Bob Covey, The Jasper Local 8 observers
Call to order	Mayor Ireland called the July 14, 2026 Special Council meeting to order at 10:20am.
Yellowhead Regional Library Municipal Levy Increase #320/26	MOTION by Councillor Waxer that Council of the Municipality of Jasper agrees to an amendment to Schedule C of the Yellowhead Regional Library Master Membership Agreement to allow for a municipal levy increase from $4.85 per capita to $5.60 per capita, effective January 1, 2027. FOR 7 Councillors — AGAINST 0 Councillors — CARRIED
Adjournment #321/26	MOTION by Councillor Melnyk – BE IT RESOLVED that, there being no further business, the Special Council meeting of July 14, 2026 be adjourned at 10:23am. FOR 7 Councillors — AGAINST 0 Councillors — CARRIED

____
Mayor

____
Chief Administrative Officer

Special Meeting of Council of the Municipality of Jasper

Section 194(4) of the Municipal Government Act (MGA), RSA 2000, Chapter M-26 provides:

(4) A special council meeting may be held with less that 24 hours' notice to all councillors and without notice to the public if at least 2/3 of the whole council agrees to this in writing before the beginning of the meeting.

The Mayor of the Municipality of Jasper has called a special council meeting under s. 194(4) to be held July 14, 2026 at 10 30am at the Quorum Room, Jasper Library and Cultural Centre, to consider a recommendation from Committee of the Whole to approve a proposed increase to the Yellowhead Regional Library municipal levy.

As a member of Council of the Municipality of Jasper, I hereby agree to this special meeting of council being called for the stated time, date and place, pursuant to section 194(4) of the Municipal Government Act, RSA 2000, Chapter M-26.

Name	Signature	Date
Councillor Wendy Hall	[redacted]	July 14-26
Councillor Danny Frechette	[redacted]	July 14-26
Councillor Kable Kongsrud	[redacted]	July 14-26
Councillor Ralph Melnyk	[redacted]	July 14, 2026.
Councillor Laurie Rodger	[redacted]	July 14, 2026
Councillor Kathleen Waxer	[redacted]	July 14 2026
Mayor Richard Ireland	[redacted]	July 14, 2026

AGENDA ITEM 6.1

JASPER RECOVERY COORDINATION CENTRE (JRCC)

August 4, 2026

PROGRESS UPDATE

MUNICIPALITY OF JASPER

Parks Canada Parcs Canada

SUMMARY OF KEY RECOVERY ACTIVITIES

DEBRIS REMOVAL

- Total Number of properties with permits issued (in and out of town): 393
- Properties in-town cleared of debris: 369/369 - 100%
- **Certificates of Completion issued: 383 - 97.24%**
  - In Town non-commercial certificates: **339** (out of 341 properties with demolition permits)

This coordinated progress is enabling safe, timely debris removal; paving the way for rebuilding and protecting public health, safety, and the environment.

SITE PREPARATION

This coordinated progress is enabling safe, timely debris removal; paving the way for rebuilding and protecting public health, safety, and the environment.

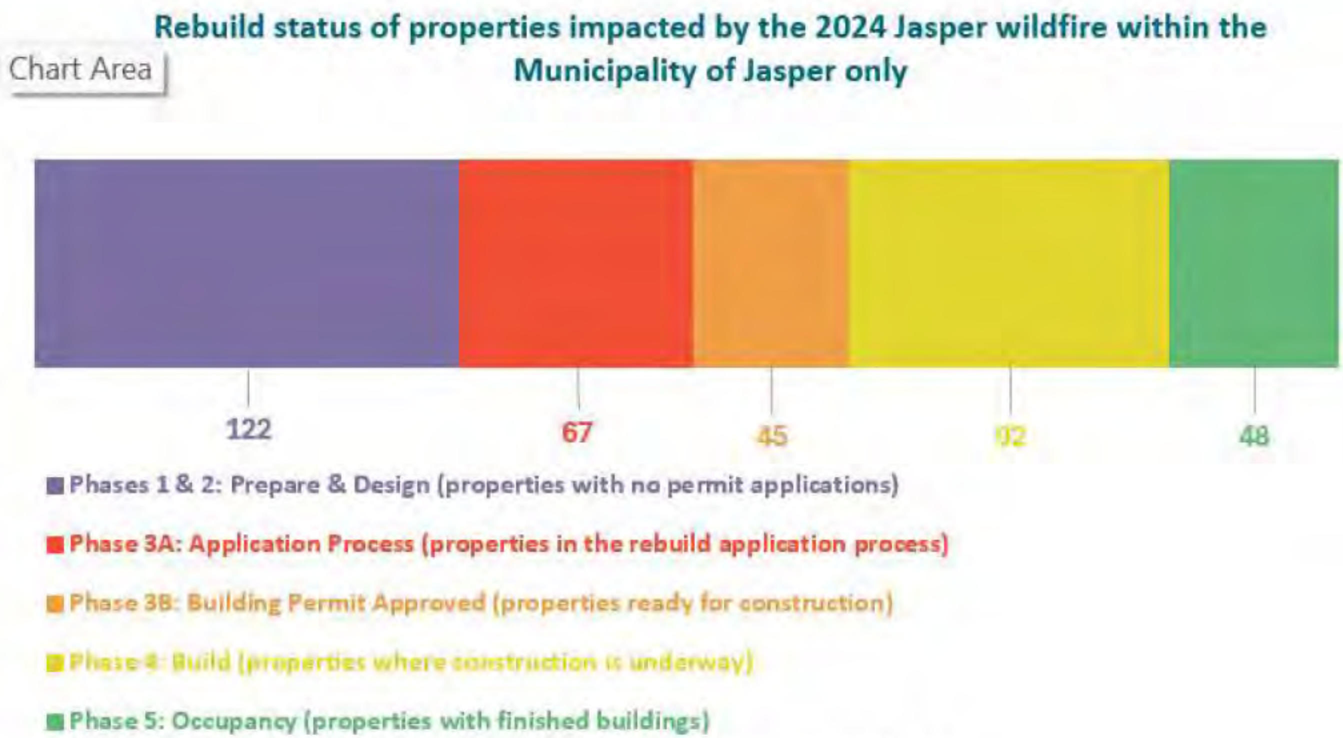
INTERIM HOUSING

- 427 households (773 individuals) are currently in the program
- Move-outs and move-ins continue on a small scale. Program remains functionally full
- Unmet needs: 244 households (370 individuals)
- Landscaping and tree planting activities have been completed

July 29, 2026	Households	Proportion
Parks Canada	113	26.5%
Other Government/Public Sector	64	15.0%
Large Businesses	69	16.2%
Small Businesses	172	40.3%
Other Eligible Households	9	2.1%
Total # of Households	427	

These combined actions underscore our ongoing progress toward delivering scalable and adaptable interim housing.

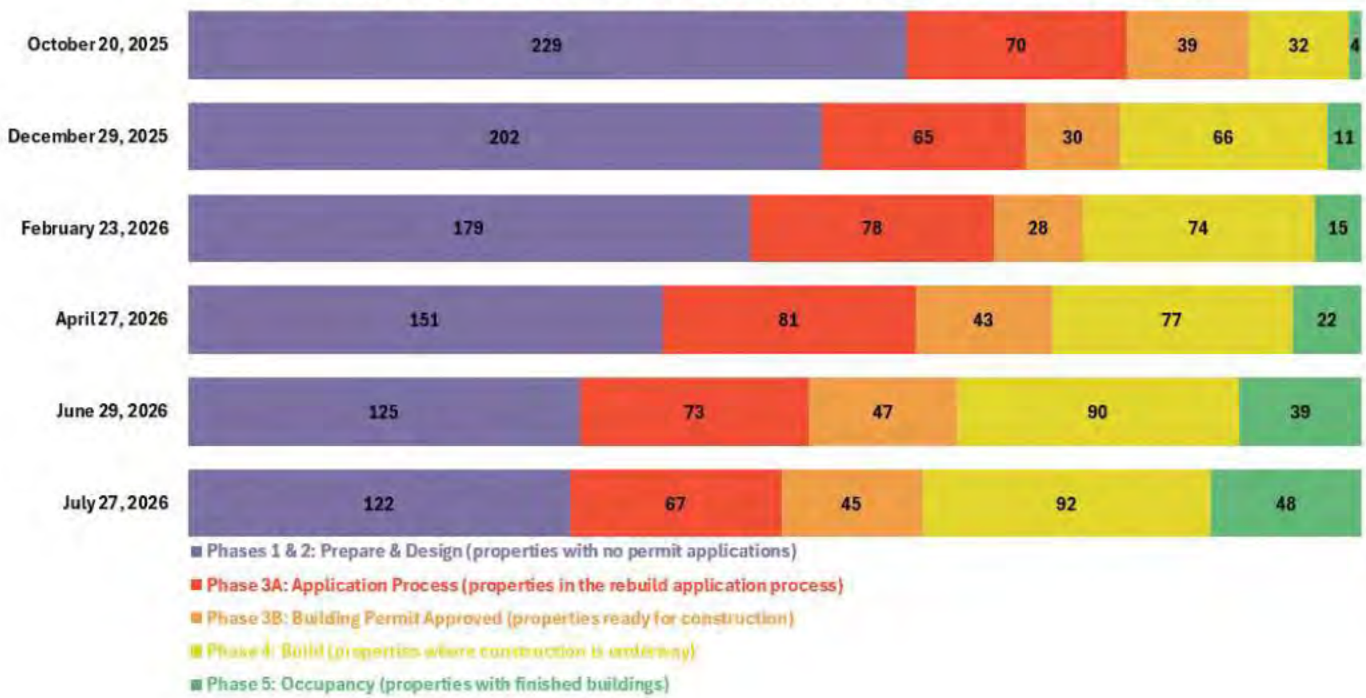
REBUILDING HOMES AND BUSINESSES



Updated: July 27, 2026 - Source: Parks Canada (Phases 1&2, 3A, 3B, and 5) and Municipality of Jasper (Phase 4)

REBUILDING HOMES AND BUSINESSES

Rebuild status over time of 374 fire-destroyed properties within the Municipality of Jasper



REBUILD – DWELLING UNITS

Updated July 30, 2026

<table>
<tr><th rowspan="2">Rebuilding properties in-town issued a building permit</th><th colspan="2"># Dwelling units in rebuilding properties in-town issued a building permit</th><th rowspan="2">Rebuild dwelling units in-town complete for occupancy</th></tr>
<tr></tr>
<tr><td rowspan="3">185</td><td colspan="2">402</td><td rowspan="3">79</td></tr>
<tr><td># Replacement Units</td><td># Net New Units</td></tr>
<tr><td>276</td><td>126</td></tr>
</table>

SOCIAL RECOVERY

- Pathfinders monthly meet-ups continue, with discussion topics including processing grief and the complex emotions that accompany moving into a rebuilt home
- Other disaster-affected communities have reached out to the JRCC for further information about the Pathfinders program and have expressed intention to use it is a model for their own communities
- Community Spiritual Circles continue through November 2026
- The Healing Through Fire program will be offered to Jasper Junior/Senior High School and Ecole Desrochers students in September
- The JRCC is working with the Canadian Red Cross to develop a case management program to support residents transitioning out of interim housing and into permanent housing in the community
- The JRCC hosted a two-year wildfire commemoration community BBQ on July 22, 2026. Great attendance from the community and representations from Recovery Alberta, Resilience Institute, JRCC, Recovery Outreach, Municipal Council and Parks Canada.

ECONOMIC RECOVERY

Commerce Continuity Initiative

- Supplied temporary spaces in the Interim Industrial Park remain fully occupied
- 10 of 11 stalls in the laydown space are occupied
- The Commercial Pop-Up Village is in its final summer of operation. Activation events will continue through the summer and fall
- Interviews are being conducted with all Pop-Up Village and Interim Industrial Park participants to better understand their long-term plans and recovery needs
- 3 businesses that participated in the Pop-Up Village program have re-established permanent locations in Jasper

UTILITY INFRASTRUCTURE

EXECUTIVE SUMMARY

Following the 2024 wildfire, the Municipality launched a coordinated underground servicing program so fire-affected properties could reconnect to safe, reliable municipal water and sanitary services while reconstruction advanced.

Phase 1 is focused on repair of wildfire-related damage to curb stops, service valves and selected laterals in 3 fire-affected neighbourhoods.

Phase 2 combines eligible fire-related repair work with renewal of aging rear-lane sanitary infrastructure.

The infrastructure renewal component is not directly attributable to wildfire damage and is therefore not expected to be recoverable through DRP or HARP. It is being completed now because the wildfire-related work provides an opportunity for efficiency and cost-savings.

PROGRAM AT A GLANCE

Program phase	Primary areas	Primary scope	Current delivery context
Phase 1	Cabin Creek; Lodgepole/Poplar; Maligne/Miette	Curb stop/service valve replacement, selected service extensions and sanitary work	Nearing completion; (targeting August 7)
Phase 2	700 Connaught; 700, 800 and 900 Patricia; 800 Geikie	Fire-related reconnections plus CIPP lining of sanitary mains	Split award authorized; mid-August mobilization anticipated

PROJECT REFERENCE IMAGES: CC SERVICE VALVE

This photo is meant to illustrate the common orientation of infrastructure.

In the image on the right, we can see:

- The CC Valve and Stem rising to the surface;
- The shallow utility trench (found in Cabin Creek)
- The excavation needed to access the Stem

PROJECT REFERENCE IMAGES: CC SERVICE VALVE

In the diagram below, we can see:

- The separation in responsibility between the leaseholder and the Municipality
- The water main
- The CC / Service Valve
- The Service lateral on property

PHASE 1: WILDFIRE-AFFECTED SITE RESERVICING

Phase 1 addresses the restoration of municipal servicing needed for rebuilding in three wildfire-affected neighbourhoods. Property-level work includes curb stop/service valve replacement, selected sanitary work and service extensions where field conditions and the approved municipal excavation make that approach practical

PHASE 1: WILDFIRE-AFFECTED SITE RESERVICING

Work area	Engineering focus	Current context
Cabin Creek	Curb stops/service valves, selected service extensions and property-specific sanitary work in a congested shallow utility corridor.	Complete (excluding slope-adjacent properties that are better coordinated with future rebuilds).
Lodgepole / Poplar	Targeted replacement of confirmed damaged or priority service valves based on inspections and existing asset condition.	Complete
Maligne / Miette	Targeted service valve and connection work for the remaining Phase 1 properties.	Near complete

PHASE 2: REAR-LANE UNDERGROUND REHABILITATION

Phase 2 also involves the restoration of municipal servicing in fire-affected neighbourhoods and adds additional infrastructure-renewal. It addresses five older rear-lane corridors where recovery-related service reconnections coincide with aging sanitary mains.

WHO IS RESPONSIBLE FOR WHAT?

Party / category	Typical responsibility	Funding / control
Municipality	Water and sanitary mains, curb stops/service valves and approved municipal repair or rehabilitation work.	Municipal capital budget and eligible disaster recovery funding.
Leaseholder / builder	Private services and connection to the building, site preparation, backfill and work beyond the authorized municipal scope.	Private project cost unless specifically included in an approved municipal scope.
Coordinated interface	Limited work where the municipal excavation is already open and completing the connection avoids unreasonable delay, repeat excavation or risk to municipal assets.	Requires clear direction, documentation and, where applicable, authorization or waiver.

LOOKING AHEAD

Timing	Planned focus
Late July / early August	Complete remaining Phase 1 rotations in Lodgepole and Maligne/Miette; inspect completed sites; close deficiencies and records.
Early August	Finalize Phase 2 contracts, revised schedule-specific pricing, communications and contractor sequencing.
Mid-August onward	Mobilize Phase 2 contractors and deliver schedules in parallel, subject to permits, subcontractor timing and field conditions.
Through construction	Track costs, changes and DRP/HARP eligibility; coordinate with builders, utilities and surface restoration.
Closeout	Complete as-builts, deficiency correction, financial reconciliation and funding documentation.

AGENDA ITEM 6.2

DIRECTOR'S REPORT

Natasha Malenchak, Director of Finance & Administration

May 1, 2026, to July 15, 2026
Financial Reports dated June 30, 2026

Major Projects

Information Technology

- Upgrades have been made to the Wastewater Treatment Plant FuelMaster Server.
- Implemented IT Acceptable Use Policy.
- Implemented Ticket System for IT support requests.
- Provided in person Office 365 training sessions.
- Currently working on a training request form for directors/managers to request additional technology training for staff.
- 2026 workstation upgrades have begun.

Budget and Planning

- Audited financial statements presented and approved at June 16th Regular Council meeting.
- Hosted a 2027 budget kickoff meeting with all directors and managers on July 14, 2026.
- Draft capital and operating budgets have been sent to directors for completion.
- Departments are reviewing and updating their business plans.

Grants

- 2026 provincial grant allocations confirmed June 17, 2026:
    - CCBF - $335,053
    - LGFF Capital - $805,543
    - LGFF Operating - $123,552

Staffing

- Senior Finance Assistant completed the updated AHMSA health and safety training.
- Accounts Payable Clerk completed First-Aid training.
- Many Finance & Administration staff participated in Microsoft Teams training.

Service

Utilities-Taxes

- Taxes were due as of July 15, 2026. Any unpaid as of this date will have penalties applied.
- May/June utility bills have been sent and are due August 24th.
- Process has begun to move billing to new meter system, working with our financial software team.

Business Licenses & Invoicing

- Currently there are 809 active business licenses.
- The 2026 – 2027 annual renewal license process is complete.
- 94 new business license applications were processed this year.
- Increased seasonal demand invoices for sprinkler kits, damage deposits, daycare fees, and off-site levies.
- High volume for paid parking support and ticket payments.

Jasper Wildfire Response

- Completed 2024 and 2025 Statement of Funding and Expenditures for Jasper Tax Relief and Revenue Stabilization.
- Final scope of DRP project listing completed.
- Have reconciled just over $33.5 million expenses to date.

Communications & Engagement

- Reminder that we encourage enrollment for preauthorized payment plans; this ensures that payments will occur monthly with no penalties.
- Reminder to schedule your water meter replacement, all information is on our website.
- Now accepting credit card payments to pay taxes. Credit Card payments are subject to a 2.4% surcharge.

MUNICIPALITY OF JASPER
2026 Operating Budget
Summary of All Units
For the Six Months Ending June 30, 2026

	YTD 2026	Budget	Variance
Revenue:			
Finance & Administration - Revenue	19,282,050	22,516,775	3,234,725
UrbDes - Revenue	3,232,681	4,537,076	1,304,395
Jasper Recovery - Revenue	469,323	3,222,038	2,752,715
Legislative & Protective Services - Revenue	296,724	2,517,577	2,220,853
Operations - Revenue	2,878,542	11,445,015	8,566,473
Community Development - Revenue	3,010,937	5,890,541	2,879,604
Total Revenue	29,170,257	50,129,022	20,958,765
Expense:			
Finance & Administration - Expense	4,230,586	11,098,770	6,868,184
UrbDes - Expense	7,938,751	4,927,612	-3,011,139
Jasper Recovery - Expense	1,043,083	3,222,038	2,178,955
Legislative & Protective Services - Expense	1,668,367	5,079,969	3,411,602
Operations - Expense	6,535,328	15,097,325	8,561,997
Community Development - Expense	3,796,489	10,703,308	6,906,819
Total Expense	25,212,604	50,129,022	24,916,418
Net Surplus/Deficit			
Finance & Administration - Net Surplus/(Deficit)	15,051,464	11,418,005	
UrbDes - Net Surplus/(Deficit)	(4,706,070)	(390,536)	
Jasper Recovery - Net Surplus/(Deficit)	(573,760)	0	
Legislative & Protective Services - Net Surplus/(Deficit)	(1,371,643)	(2,562,392)	
Operations - Net Surplus/(Deficit)	(3,656,786)	(3,652,310)	
Community Development - Net Surplus/(Deficit)	(785,552)	(4,812,767)	
Total Net Surplus/(Deficit)	3,957,653	-	

MUNICIPALITY OF JASPER
2026 Operating Budget
Council
For the Six Months Ending June 30, 2026

	YTD 2026	Budget	Variance
Expense:			
2-11-17-00-210 Leg-All Travel & Subsistance (Council)	33,639	35,000	1,361
2-11-17-00-214 Leg-Council-Professional Development	300	20,000	19,700
2-11-18-00-110 Leg-Salaries R. Ireland	48,434	110,000	61,566
2-11-18-00-130 Leg-Benefits R. Ireland	3,010	11,500	8,490
2-11-20-00-110 Leg-Salaries R. Melnyk	14,531	38,500	23,969
2-11-20-00-130 Leg-Benefits R. Melnyk	4,069	8,850	4,781
2-11-32-00-110 Leg-Salaries W.Hall	16,233	38,500	22,267
2-11-32-00-130 Leg-Benefits W.Hall	4,188	8,850	4,662
2-11-33-00-110 Leg-Salaries K.Waxer	15,421	38,500	23,079
2-11-33-00-130 Leg-Benefits K.Waxer	4,073	8,850	4,777
2-11-34-00-110 Leg-Salaries-D. Frechette	17,021	38,500	21,479
2-11-34-00-130 Leg Benefits-D. Frechette	3,010	8,850	5,840
2-11-35-00-110 Leg-Salaries-K. Kongsgrud	17,665	38,500	20,835
2-11-35-00-130 Leg Benefits-K. Kongsgrud	4,268	8,850	4,582
2-11-36-00-110 Leg-Salaries-L. Rodger	14,319	38,500	24,181
2-11-36-00-130 Leg Benefits-L. Rodger	1,242	8,850	7,608
2-11-23-00-210 Leg-Council - Council Projects	17,598	30,000	12,402
2-11-01-00-252 Leg-Council-Contract Mtn & Rep Comp	6,724	14,400	7,676
2-11-02-00-217 Leg-Council Hospitality Costs	0	2,208	2,208
2-11-33-00-197 Leg-Transfer to Restricted Computer Council	3,500	3,500	0
2-11-33-00-199 ComServices-Hakone Exchange(Trf to restricted)	2,500	2,500	0
Total Expense	231,745	513,208	281,463

MUNICIPALITY OF JASPER

Capital Report

As at June 30, 2026

	YTD 2026	2026 Budget	Variance
Capital Expense:			
Legislative			
6-11-03-25-630 Council Chambers Technology	69,324	76,674	7,350
6-11-01-00-201 Community Sustainability Plan		75,000	75,000
6-11-01-24-630 Records Management Capital		30,000	30,000
Administration			
6-12-01-24-630 Asset Management Software	61,350	70,000	8,650
6-12-01-24-620 Road Access, Fall Protection and Key System		25,000	25,000
6-12-01-25-620 Office Space Redesign		150,000	150,000
6-12-01-26-201 Admin-HRMIS		120,000	120,000
6-12-01-26-202 Admin-Financial Software System		380,000	380,000
6-12-01-26-620 Admin-Security System Admin/Activity Centre		150,000	150,000
IT			
6-12-03-26-630 IT-Network Infrastructure Upgrade (Annual Program)	1,151	20,000	18,849
6-12-03-25-201 Cloud Computing Framework		15,000	15,000
6-12-03-25-202 External Security Audit		15,000	15,000
6-12-03-25-630 IT-Network Infrastructure Upgrade (Annual Program)		17,113	17,113
Protective Services			
6-23-01-24-630 Aerial replacement	16,038	38,296	22,258
6-23-02-26-630 Fire-Critical Infrastructure Permanent Sprinklers	15,798	50,000	34,202
6-23-03-25-202 Emergnecy Services Building Master Plan	2,600	45,400	42,800
6-23-03-26-202 Fire-Emerg. Services Building & Asset Master Plan	8,343	100,000	91,657
6-23-01-24-633 Structural Protection Wetlines		1,145	1,145
6-23-01-25-630 Aerial Replacement		54,304	54,304
6-23-01-25-631 Wildland Urban Interface Equipment		4,061	4,061
6-23-01-26-202 Fire-Business Continuity Plan		60,000	60,000
6-23-01-26-610 Fire-Wildfire Resiliency Strategy		125,000	125,000
6-23-01-26-630 Fire-Wildland Urban Interface Equipment		50,000	50,000
6-23-03-24-634 RTU 2 Replacement		36,000	36,000
6-23-03-25-622 Hose Tower Repairs		39,100	39,100
6-23-03-26-622 Fire-Hose Tower Repairs		90,000	90,000
6-23-03-26-631 Fire-RTU 2 Replacement		114,000	114,000
6-23-03-26-632 Fire-Generator Upgrades		150,000	150,000
6-23-03-26-633 Fire-Bays Air Exchange System		250,000	250,000
6-23-03-26-660 Fire-Landscaping		15,000	15,000
Jasper Recovery			
6-24-01-24-612 JRCC - Interim Housing Parks Canada Site Servicing	482,767		-482,767
6-24-01-24-630 JRCC-No Parking Signs-50/50	15,815		-15,815
6-24-01-24-610 Parcel GA HK Servicing - Interim Modular Housing		24,108	24,108
6-24-01-24-611 Parcel HH HF Servicing Interim Modular Housing		922,393	922,393
6-24-01-24-614 Utility Infrastructure Servicing		7,630,000	7,630,000
Bylaw			
6-26-01-26-631 Bylaw-Radios	8,980	15,000	6,020
6-26-01-26-630 Bylaw-Automated External Defibrillators (AEDs)		5,000	5,000
6-26-01-25-630 Moving Traffic Violation Equipment		19,530	19,530
Operations General			
6-31-01-23-631 Power Monitoring Test Programmer	206	30,000	29,795
6-31-01-25-201 Arc Flash Study - All Buildings	419	30,000	29,581
6-31-31-23-630 Office HVAC Replacement	9,457	97,896	88,439
6-31-31-23-631 Lock out Tag Panels	3,410	8,056	4,646
6-31-31-25-620 Office Flooring Replacement & Office Redesign	17,263	17,263	0
6-31-31-25-621 Dry Storage Building	580	50,000	49,420
6-31-31-23-621 Maintenance Office & Storage Expansion & Redesign	33,679	30,000	-3,679
6-31-01-23-632 Vibration Monitor		50,000	50,000
6-31-01-24-620 Roof Access Improvements		50,000	50,000
6-31-01-24-630 Power Monitoring Test Programmer		29,610	29,610
6-31-01-25-202 10 Year service on backup generators		50,000	50,000
6-31-01-25-620 Roof Access Improvements		50,000	50,000
6-31-01-25-630 Power Monitoring Test Programmer		30,000	30,000
6-31-01-26-620 Ops-Roof Access Improvements		50,000	50,000
6-31-01-26-630 Ops-Power Monitoring Test Programmer		30,000	30,000
6-31-01-26-631 Ops-Work Alone Devices		50,000	50,000
6-31-31-23-622 Roof Access Improvements (Pending Assessment)		50,000	50,000
6-31-31-24-630 Bays HVAC Replacement		50,000	50,000
6-31-31-25-630 Bays HVAC Replacement		60,000	60,000
6-31-31-25-631 Lock Out Tag Panels		40,000	40,000
6-31-31-25-632 BMS Additions		20,000	20,000
6-31-31-26-630 Ops-Bays HVAC Replacement		70,000	70,000
6-31-31-26-631 Ops-Lock Out Tag Panels		20,000	20,000
6-31-31-26-632 Ops-BMS Additions		20,000	20,000
6-31-31-26-633 Back-Up Generator Ops Build		150,000	150,000
Roads			
6-32-01-24-201 Transportation Master Plan Update	3,563	167,480	163,917
6-32-01-26-610 Roads-Road Repair	-13,494	300,000	313,494

	YTD 2026	2026 Budget	Variance
6-32-01-26-611 Roads-Sidewalk Replacement/Repair	665	100,000	99,335
6-32-01-26-614 Roads-Crimson Parking Lot	11,672	100,000	88,328
6-32-02-23-201 Steetscape Study	31,433	80,000	48,567
6-32-01-25-610 Road Repair		14,510	14,510
6-32-01-26-612 Roads-Road Repair (post fire)		1,000,000	1,000,000
6-32-01-26-613 Roads-Alley Improvements		400,000	400,000
6-32-01-26-615 Roads-Public Washroom Parking Lot Rehabilitation		20,000	20,000
6-32-01-26-631 Roads-Asphalt Repair Equipment		100,000	100,000
6-32-01-26-660 Roads-Connaught Patricia CBD upgrades		20,000	20,000
Transit			
6-34-01-24-650 Transit Fleet Zero Emission Bus Purchases (3)	3,437	1,125,000	1,121,563
6-34-01-24-610 Transit Stop Improvement		26,704	26,704
6-34-01-24-630 E-bike Program- Fleet (24)		44,000	44,000
6-34-01-24-631 E-bike Program- Fleet Charging Stations (2)		38,000	38,000
6-34-01-25-610 Transit Stop Improvement		30,000	30,000
6-34-01-25-630 E-Bike Program - Fleet(24)		44,000	44,000
6-34-01-25-631 E-Bike Program - Fleet Charging Stations (2)		38,000	38,000
6-34-01-25-632 Electric Bus Charging Infrastructure		46,548	46,548
6-34-01-25-650 Transit Fleet Zero Emission Bus Purchase (3)		1,125,000	1,125,000
6-34-01-26-610 Transit-Stop Improvement		10,000	10,000
6-34-01-26-620 Transit-Bus Garage Licensing		10,000	10,000
6-34-01-26-630 Transit-HD Mechanic Tools		15,000	15,000
Water			
6-41-01-23-640 Parcel CH Servicing	33,111	392,985	359,874
6-41-01-24-633 Well VFD lifecycle replacement	10,906	76,031	65,125
6-41-01-26-610 Water-Reservoir Inspection	2,275	10,000	7,725
6-41-01-26-630 Water-Annual Valve Replacement Program	25,867	150,000	124,134
6-41-01-26-631 Water-Annual Hydrant Rebuilds	1,290	55,000	53,710
6-41-01-26-632 Water-Residential Water Meter Replacement	38,533	500,000	461,467
6-41-01-26-633 Water-Commercial Water Meter Replacement	2,536	157,500	154,964
6-41-01-26-635 Water - Emergency Water Supply Pump $280K	207,076		-207,076
6-41-01-24-634 MCC lifecycle replacement		10,544	10,544
6-41-01-25-610 Water Damage List (WSP)		750,000	750,000
6-41-01-25-630 Annual Valve Replacement Program		127,661	127,661
Sewer			
6-42-01-23-201 WWTP Annual Capital Requirement	1,997	50,384	48,388
6-42-01-23-640 Parcel CH Servicing	33,111	371,038	337,927
6-42-01-24-201 WWTP Annual Capital Replacement	74,631	2,005,137	1,930,506
6-42-01-25-630 WWTP Generator	12,467	399,574	387,106
6-42-01-26-202 Sewer-Biosolids Management Plan	1,739	110,000	108,261
6-42-01-26-611 PARTIALLY FUNDED-Emergency Storage/Lagoon	43,157	4,800,000	4,756,844
6-42-01-24-610 Sanitary mainline spot relining		150,000	150,000
6-42-01-25-201 WWTP Annual Capital Requirement		500,288	500,288
6-42-01-26-201 Sewer-WWTP Annual Capital Requirement		340,000	340,000
6-42-01-26-610 Sewer-Sanitary Mainline Spot Relining		150,000	150,000
Garbage & Recycling			
6-43-01-24-201 EPR Adaptation		10,000	10,000
6-43-01-24-631 Refit old Garbage Cans and permanent locations		300,000	300,000
6-43-01-25-630 Garbage Bin Replacement Program		27,493	27,493
6-43-01-26-201 Garbage-Recycle Depot/Metal Bin Feasibility Study		125,000	125,000
6-43-01-26-202 Garbage-Compost Process Rehabilitation/Program		25,000	25,000
6-43-01-26-630 Garbage-Bin Replacement Program		60,000	60,000
Daycare			
6-53-01-24-640 Daycare yard Astro Turf	987	35,000	34,013
6-53-01-25-610 Daycare Yard drainage	16,906	275,000	258,094
6-53-01-26-620 PARTIALLY FUNDED -Daycare-Expansion/AC Renovations	15,099	1,210,000	1,194,901
6-53-01-25-620 Flooring in old rooms		40,000	40,000
6-53-01-25-621 Bathroom Renovation		30,000	30,000
Housing			
6-67-01-25-620 1251 Cabin Creek Rebuild	107	285,200	285,093
6-67-01-24-621 Staff Housing - Duplex Secondary Suite		200,000	200,000
6-67-01-24-630 Staff Housing - Furnish 1/2 Bonhomme duplex		5,000	5,000
6-67-01-25-201 Housing Master Plan		30,000	30,000
6-67-01-26-620 Housing-1251 Cabin Creek Rebuild		805,000	805,000
Library			
6-69-03-24-631 Generator	704	100,000	99,297
6-74-01-21-621 Library- Basement Window Concrete Lintel Repairs		15,000	15,000
6-74-01-21-622 Library- Site Drainage and Egress Improvements		20,000	20,000
6-69-03-24-630 Community internet		10,000	10,000
Activity Centre			
6-72-06-24-621 Fire Separation Basement	9,329	44,000	34,671
6-72-06-25-610 East Parking Lot	16,371	67,781	51,410
Grounds			
6-72-10-23-640 Columnbarium & Cemetery Improvements	38,043	154,839	116,796
6-72-10-25-201 Hazardous/Fruit tree removal/replanting	7,038	42,841	35,804
6-72-10-26-636 Grounds-Annual BikeRack/St.Furniture Purch./Maint.	9,932	50,000	40,068
6-72-10-26-650 Grounds-Electric Utility Truck(Replacement)	38,239	50,000	11,761
6-72-10-26-651 Grounds-1/4 Ton Pickup or Small SUV	48,389	60,000	11,611
6-72-10-26-660 AC-Tennis Court Resurfacing/Pickleball Development	19,725	250,000	230,275
6-72-06-23-630 Kitchen Equipment Replacement		8,066	8,066

	YTD 2026	2026 Budget	Variance
6-72-06-24-630 Fire and Security Monitoring		163,000	163,000
6-72-06-24-631 MPH Projector		20,000	20,000
6-72-06-25-630 Kitchen Equipment Replacement		3,116	3,116
6-72-06-25-631 Generator		400,000	400,000
6-72-06-26-610 AC-East Parking Lot		110,000	110,000
6-72-06-26-620 AC-Ventilation and HVAC Upgrades		250,000	250,000
6-72-06-26-621 AC-Fire Stopping in Mechanical Room		50,000	50,000
6-72-06-26-630 AC-Security System Admin/Activity Centre		25,000	25,000
6-72-10-23-641 Underpass Beautification/H&S		20,000	20,000
6-72-10-23-642 Sportfield Upgrade		7,116	7,116
6-72-10-24-201 Hazardeous/fruit trees removal/replanting		37,540	37,540
6-72-10-24-202 Robson Park Refurbishent Plan (Design/Construction		30,000	30,000
6-72-10-24-631 Memorial Bench Program		15,000	15,000
6-72-10-24-640 Com. and Cent. Park Improvement		12,333	12,333
6-72-10-25-202 Underpass Beautification/H&S		14,669	14,669
6-72-10-25-620 Cemetery Outhouse		15,000	15,000
6-72-10-25-631 Memorial Bench Program		15,000	15,000
6-72-10-26-201 Grounds-Hazard/Fruit Tree Removal/Replanting		30,000	30,000
6-72-10-26-610 Grounds-Median Rehab & Landscaping		50,000	50,000
6-72-10-26-630 AC-Rec Centre Main Entrance (planters/seating)		20,000	20,000
6-72-10-26-631 Grounds-Memorial Bench Program		15,000	15,000
6-72-10-26-632 Grounds-Wood Chipper		30,000	30,000
6-72-10-26-633 Grounds-Weed Steamer		30,000	30,000
6-72-10-26-634 Grounds-Water Tank/Pump		10,000	10,000
6-72-10-26-635 Grounds-Cedar Fencing		30,000	30,000
6-72-10-26-637 Grounds-Irrigation Upgrade		25,000	25,000
6-72-10-26-661 Grounds-Picnic Restoration		50,000	50,000
6-72-10-26-662 Grounds-Columbarium & Cemetery Improvements		200,000	200,000
6-72-10-26-663 Dog Park Relocate		50,000	50,000
Arena			
6-76-06-26-621 Arena-Replace Arena Board Gate	28,060	75,000	46,940
6-76-06-25-620 Old Ice Plant renovated to Jan Storage		25,000	25,000
6-76-06-25-630 Polaris Side by Side Ice/Snow Clearing Replacement		50,000	50,000
6-76-06-26-620 Arena-Replace Shingles on Garage		25,000	25,000
6-76-07-23-630 Hot Water upgrade/replacement		90,000	90,000
Aquatic			
6-77-08-24-620 Aquatic Portion of Renovation (Construction)	884	70,000	69,116
6-77-08-26-620 F&A-Engineering Report	9,317	50,000	40,683
6-77-08-22-631 Valve Exercise program		18,000	18,000
6-77-08-22-633 Sump pump replacement for backwashes		20,000	20,000
6-77-08-24-621 Repair Insulation in Entrance		150,000	150,000
6-77-08-24-632 Add Main Mechanical Room Air Supply		114,600	114,600
6-77-08-24-633 Fire Alarm System		52,972	52,972
6-77-08-25-630 Diving Board Base		20,000	20,000
Energy Management			
6-35-01-26-201 Energy Mgmt.-Climate Adaptation Implement.Projects		200,000	200,000
Community Outreach Services			
6-51-01-26-620 CDGA-627 Patricia-Repair & repaint office space		40,000	40,000
Total Capital Expense	1,532,277	35,138,900	33,606,623

Certification of Municipality of Jasper
Bylaw #286
Jasper Encroachment 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 #286, which received its first and second reading on the 7th day of July 2026 by the Council of the Municipality, hereby certify with respect to Bylaw #286 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 10 day of July 2026.

[redacted] Digitally signed by Caron, Genevieve
Date: 2026.07.10 08:56:12 -06'00'

Geneviève Caron
Field Unit Superintendent of
Jasper National Park of Canada

MUNICIPALITY OF JASPER
BYLAW 2026 #286

BEING A BYLAW IN THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO ADDRESS ENCROACHMENT ON MUNICIPAL LANDS IN THE TOWN OF JASPER.

WHEREAS the Municipality of Jasper manages municipal lands, streets, open spaces, and municipal parcels for public use and municipal purposes;

AND WHEREAS existing and future encroachments on Municipal Land may interfere with public access, municipal operations, municipal services, or infrastructure

AND WHEREAS Council considers it necessary to regulate encroachments in a clear, consistent, and enforceable manner;

NOW THEREFORE the Council of the Municipality of Jasper enacts as follows:

1. CITATION

1.1 This Bylaw may be cited as the "Jasper Encroachment Bylaw 2026"

1.2 The purpose of this Bylaw is to:

1.2.1 Regulate, authorize, and manage encroachments on municipal lands;

1.2.2 Protect public access, municipal operations, services, and infrastructure; and

1.2.3 Provide clarity and consistency in the administration and enforcement of encroachments.

1.3 Authority and Application:

1.3.1 This Bylaw is enacted pursuant to the Municipality of Jasper's bylaw-making authority under federal legislation, including the *Canada National Parks Act,* the *Parks Canada Agency Act,* and the regulations and instruments made thereunder.

1.3.2 This Bylaw applies to all Municipal Land as defined herein.

1.3.3 Where a conflict exists between this Bylaw and another Municipal bylaw, the more restrictive provision shall prevail.

1.3.4 Nothing in this Bylaw limits or replaces the application of the *Canada National Parks Act* or regulations made thereunder.

2. DEFINITIONS

2.1 "Council" means the Council of the Municipality of Jasper.

2.2 "Chief Administrative Officer" or "C.A.O" 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.

2.3 "Designated Officer" means a Peace Officer or any other person authorized in writing by the Municipality to administer or enforce this Bylaw.

2.4 "Encroachment" means any permanent or temporary structure, improvement, or object that is constructed, placed, erected, or maintained on, over, or under Municipal Land, and includes, without limitation:

2.4.1 Buildings and building projections;

2.4.2 Accessory structures, fences, and walls;

2.4.3 Hard or soft landscaping, paving, fill, or retaining structures;

2.4.4 Utilities, signs, light fixtures, and similar installations; and

2.4.5 Any other structure or improvement occupying Municipal Land.

2.5 “Encroachment Agreement” means a written agreement or authorization issued by the Municipality, which may include a licence, permit, or other form of approval, authorizing an encroachment on Municipal Land, and which shall include, at minimum:

2.5.1 Identification and location of the encroachment;

2.5.2 Term and termination provisions;

2.5.3 Responsibility for costs, repair, and removal;

2.5.4 Indemnification of the Municipality; and

2.5.5 A requirement for removal upon notice.

2.6 “Fence” means a vertical physical barrier constructed to provide visual screening or to prevent unauthorized access, or both.

2.7 “Leaseholder” means:

2.7.1 A grantee or other legal entity holding a valid lease or licence of occupation with the federal Crown for the use of land in Jasper National Park;

2.7.2 Canadian National Railway, in respect of lots or land parcels held by the railway;

2.7.3 Jasper National Park of Canada, with respect to lots or land parcels held by the Crown.

2.8 "Lessee" shall mean the holder of a lease or licence of occupation for land in the Town of Jasper.

2.9 “Measurements” shall account for errors introduced by survey measurements. Compliance measurements shall be rounded to one significant figure (e.g., 0.25–0.39 m rounded to 0.4 m).

2.10 “Municipal Land” means land held, controlled, or used by the Municipality pursuant to lease, licence, agreement, or other federal authorization, including streets, open spaces, and municipal parcels under municipal management.

2.11 “Municipal Parcel” means any land held, controlled, or used by the Municipality, excluding streets or open spaces.

2.12 “Peace Officer” means:

2.12.1 A member of the Royal Canadian Mounted Police;

2.12.2 A Community Peace Officer appointed by the Solicitor General of Alberta; or

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

2.13 “Permanent Structure” means a structure fixed to the ground or to another structure by foundations, footings, piles, or other permanent means, or intended to remain indefinitely.

2.14 “Property Owner” means the leaseholder of land adjacent to Municipal Land who requires or may require an encroachment agreement.

2.15 “Street” means any thoroughfare, highway, road, trail, avenue, viaduct, lane, alley, square, bridge, causeway, trestle, walkway, or similar place administered by the Municipality and open to public use, including the full road right-of-way, sidewalks, boulevards, and utility corridors or rights-of-way associated with it.

2.16 “Temporary Structure” means a structure not permanently affixed to the ground and intended for short-term or seasonal use.

2.17 “Ticket” means a notice issued by a Designated Officer pursuant to the *Provincial Offences Procedure Act* to a person alleged to have contravened this Bylaw, indicating a fine payable for the alleged offence as set out in Schedule D.

2.18 “Utility” means one or more of the following:

2.18.1 Distribution systems for gas, electricity, telecommunications, data transmission, cable television, and oil and petroleum transmission facilities;

2.18.2 Facilities for storage, transmission, treatment, distribution, or supply of water;

2.18.3 Facilities for collection, treatment, movement, or disposal of sanitary sewage, including pumping stations; and

2.18.4 Stormwater drainage facilities, including collection, treatment, pumping stations, ponds, and wetlands.

3. PROHIBITION OF ENCROACHMENTS

3.1 No person shall create, maintain, or permit an encroachment on Municipal Land except where:

3.1.1 Authorized in writing by the Municipality; or

3.1.2 Permitted under the criteria outlined in Schedules B and C of this Bylaw.

3.2 Authorized Encroachments on, or extending onto Streets, open spaces, or Municipal Parcels shall not exceed 0.3 metres unless authorized in writing by the Municipality or otherwise permitted under Schedules B and C of this Bylaw.

3.3 Encroachments are prohibited:

3.3.1 On emergency access routes;

3.3.2 No encroachment on Municipal Land located within the Cabin Creek Riparian Zone, being the area within 30 metres of the high-water mark as shown in Schedule A, is permitted;

3.3.3 On or adjacent to Municipal Land or any land parcel containing overhead electrical lines.

3.4 Encroachments which are contrary to this Bylaw must be removed at the direction of the Municipality.

3.5 Encroachments created after September 10, 2013, require written approval from the Municipality. Any Encroachment which has not received approval from the Municipality after this date shall be removed.

3.6 An Encroachment which is contrary to this Bylaw constitutes an unlawful occupation of Municipal Land and may be treated as trespass for the purposes of enforcement, removal, and cost recovery.

4. EXISTING ENCROACHMENTS

4.1 An Encroachment existing prior to the adoption of this Bylaw does not become permitted by reason of its existence.

4.2 The Municipality may require an Encroachment existing prior to the adoption of this Bylaw to be:

4.2.1 Removed;

4.2.2 Authorized by an Encroachment Agreement; or

4.2.3 Acknowledged as a minor Encroachment subject to conditions.

4.3 Encroachments existing prior to the adoption of this Bylaw, including those with an encroachment agreement, may be required to be removed within one month or after reasonable notice as stated in writing by the Municipality, where:

4.3.1 Municipal works are required;

4.3.2 Public safety or access is affected; or

4.3.3 The Encroachment is expanded, rebuilt, or structurally altered.

5. PERMITTED ENCROACHMENTS

5.1 Minor Encroachments meeting criteria in **Schedules B and C** do not require an Encroachment Agreement.

5.2 Permitted Encroachments shall not:

5.2.1 Impede pedestrian or vehicle access;

5.2.2 Interfere with municipal operations, infrastructure, or utilities;

5.2.3 Create a safety hazard; or

5.2.4 Restrict emergency access.

5.3 Encroachments within utility rights-of-way require acceptance by the affected Utility. Encroachments within federal easements remain subject to Parks Canada approval.

5.4 All permitted Encroachments remain subject to this Bylaw and may be required to be removed, relocated, or altered at the direction of the Municipality.

5.5 Authorization of a permitted Encroachment does not create a right or entitlement to compensation.

6. MAINTENANCE AND ALTERATION

6.1 Authorized Encroachments shall not be:

6.1.1 Enlarged, relocated, or structurally altered except for routine maintenance;

6.1.2 Reconstructed if damaged beyond 75% of replacement value without Municipal authorization.

7. REMOVAL AND COST RECOVERY

7.1 Property Owners must remove Encroachments upon written notice:

7.1.1 Within 30 days, or within a shorter period specified by the Municipality where circumstances require; or

7.1.2 Within 14 days if the encroachment affects emergency access.

7.2 Notwithstanding any other provision of this Bylaw, the Municipality may immediately remove an Encroachment without prior notice where, in the opinion of the Municipality, the Encroachment:

7.2.1 Poses a danger to public safety;

7.2.2 Obstructs emergency access; or

7.2.3 Interferes with municipal infrastructure or Utilities.

7.3 Costs incurred by the Town may be recovered by adding the amount to the Property Owner's tax roll or by any other lawful means, in accordance with the *Municipal Government Act*. For greater certainty, such recovery is intended to apply where an encroachment is located on, or extends onto, the Property Owner's land. Where an encroachment is not located on the Property Owner's land, the Town will not add such costs to the tax roll unless the costs are otherwise recoverable in respect of that land under the *Municipal Government Act*.

7.4 Where a dispute exists regarding location or extent of an Encroachment, the Municipality may require an assessment by a certified Canada Land Surveyor, and the CAO shall finally determine the matter based on that assessment.

8. APPLICATION AND ADMINISTRATION

8.1 Property Owners seeking authorization for an Encroachment must submit:

8.1.1 Real Property Report;

8.1.2 A copy of the applicable lease agreement;

8.1.3 Applicable fees;

8.1.4 Photographs; and

8.1.5 A written explanation regarding the type of Encroachment and the reasoning for the Encroachment.

8.2 Applications shall be circulated to relevant Municipal departments.

8.3 Encroachment Agreements shall address:

8.3.1 The location and identification of the Encroachment;

8.3.2 The term of the authorization and conditions for termination;

8.3.3 Responsibility for construction, maintenance, repair, and removal;

8.3.4 Allocation of costs associated with the Encroachment;

8.3.5 Indemnification of the Municipality, its agents, and licencees;

8.3.6 A requirement for removal upon notice by the Municipality; and

8.3.7 Such other terms as the Municipality deems advisable under the circumstances.

9. APPROVAL AND APPEAL PROCESS

9.1 The CAO or their designate may approve, refuse, or impose conditions on an application for an Encroachment authorization.

9.2 Decisions shall be issued in writing.

9.3 An applicant may appeal a decision within fourteen (14) days of reception to Council.

9.4 Appeals shall be considered in accordance with the procedures established by Council.

10. DELEGATION

10.1 Council delegates authority to the Chief Administrative Officer or their designate to administer and enforce this Bylaw, including approval, refusal, amendment, or termination of Encroachment authorizations.

11. NOTICE

11.1 Notices under this Bylaw shall be in writing and may be served by:

11.1.1 Personal delivery;

11.1.2 Registered mail;

11.1.3 Posting on the Encroachment or adjacent property; or

11.1.4 Electronic delivery.

11.2 Notice is deemed received:

11.2.1 Immediately if delivered or posted;

11.2.2 Five (5) days after mailing; or

11.2.3 On the date of electronic transmission.

12. ENFORCEMENT AND ENTRY

12.1 This Bylaw may be enforced by a designated municipal officer or Peace Officer.

12.2 A Designated Officer or Peace Officer may issue a ticket under this Bylaw to any person alleged to have contravened a provision, specifying the offence and fine amount set out in Schedule D of this Bylaw.

12.2.1 A ticket issued under this Bylaw shall be issued pursuant to the *Provincial Offences Procedure Act* (Alberta) as amended, and the regulations made thereunder.

12.2.2 The form and printed wording of a ticket issued under this Bylaw shall be approved by the Chief Administrative Officer or their designate.

12.3 A Designated Officer or Peace Officer may, upon providing reasonable notice, enter onto land where an Encroachment exists or is believed to exist, excluding a dwelling unit.

13. OFFENCES AND PENALTIES

13.1 A person who contravenes this Bylaw is guilty of an offence.

13.2 Each calendar day during which an offence continues constitutes a separate offence.

13.3 Fines for offences are set out in Schedule D of this Bylaw, and such fines constitute specified minimum penalties.

13.4 Payment of a fine, penalty, or violation ticket issued by a Designated Officer or Peace Officer under this Bylaw does not relieve a person from their obligation to remove, relocate, or otherwise remedy an Encroachment in accordance with this Bylaw. Compliance with Encroachment removal requirements is mandatory, and each day the Encroachment remains constitutes a separate offence.

13.5 A notice to remedy issued under this Bylaw does not constitute a penalty or offence. Failure to comply with a notice may result in issuance of a ticket under this Bylaw.

14. NO VESTED RIGHTS OR COMPENSATION

14.1 Authorization of an Encroachment does not create a property interest, exclusive possession, or entitlement to compensation.

14.2 No compensation shall be payable by the Municipality for the removal, alteration, or loss of use of any Encroachment, whether authorized or unauthorized.

15. SEVERABILITY

15.1 If any provision of this Bylaw is found invalid, it shall be severed without affecting the remainder.

16. COMING INTO FORCE

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

READ a first time this 7th day of July, 2026

READ a second time this 7th day of July, 2026

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

Mayor

Chief Administrative Officer

SCHEDULE A

CABIN CREEK RIPARIAN ZONE

SCHEDULE B

PERMITTED STREET ENCROACHMENTS

1. GENERAL CONDITIONS

1.1 The Encroachments listed in this Schedule are permitted without an Encroachment Agreement, provided that all general and specific conditions of this Bylaw are met.

1.2 All permitted Encroachments under this Schedule:

1.2.1 Shall not impede pedestrian or vehicle access;

1.2.2 Shall not interfere with municipal infrastructure or Utilities;

1.2.3 Shall not create a safety hazard;

1.2.4 Shall not restrict emergency access; and

1.2.5 May be required to be removed at any time at the direction of the Municipality.

2. AUTHORIZATION AND DOCUMENTATION

2.1 Authorization under this Schedule does not create a right or entitlement to compensation.

2.2 Minor Encroachments permitted under this Schedule shall be acknowledged in writing by the Municipality.

2.3 The form and issuance of such acknowledgement shall be approved by the Chief Administrative Officer or their designate and may be updated administratively without amending this Bylaw.

3. ACCESS STRUCTURES TO A DWELLING

3.1 The following structures providing direct access to a residential dwelling, and compliant with applicable Jasper National Park land use policies and regulations, are permitted;

3.1.1 Front driveways;

3.1.2 Sidewalks and walkways;

3.1.3 Steps; and

3.1.4 Special needs access structures including ramps, lifts, elevators, and fire escapes.

3.2 Retaining walls, landscaping features, or decorative structures that do not directly facilitate access are not permitted under this section.

4. DRIVEWAY ACCESSING LANES

4.1 Driveway accessing lanes are permitted where:

4.1.1 The driveway is constructed of asphalt, gravel, shale, concrete, or similar material; and

4.1.2 The driveway encroaches no more than **0.3 meters** into a gravel lane, as determined by the Municipality.

4.2 Hard-surfaced driveways encroaching into a hard-surfaced lane may be permitted where acceptable to the Municipality and which do not interfere with drainage or maintenance.

5. FENCES

5.1 Fences creating an enclosure may encroach no more than **0.3 meters,** provided that the total Encroachment area from any property does not exceed **4.6 square meters.**

5.2 Linear fence projections extending from a fence located on private property may encroach:

5.2.1 To the back of an existing sidewalk; or

5.2.2 To a maximum of **1.0 meter** from the curb where no sidewalk exists.

6. PORTABLE ACCESSORY STRUCTURES

6.1 Portable sheds and similar accessory structures are permitted where:

6.1.1 The structure is not on footings;

6.1.2 The structure is under **10.0 square meters** in area; and

6.1.3 The Encroachment does not exceed **0.3 meters.**

7. RETAINING WALLS

7.1 Retaining walls are permitted where:

7.1.1 The wall does not exceed **0.2 meters** in height; and

7.1.2 The wall is not located within **2.0 meters** of above-ground Utilities.

8. NON-PERMANENT SURFACE IMPROVEMENTS

8.1 The following non-permanent surface improvements are permitted:

8.1.1 Movable planters and border materials under **0.2 meters** in height;

8.1.2 Sod, seed, and low-level landscaping including shrubs, excluding trees and deep-rooted vegetation;

8.1.3 Surface-level landscape rocks; or

8.1.4 Surface interlocking blocks.

9. MUNICIPAL OPERATIONS

9.1 Any Encroachment constructed for municipal purposes by or on behalf of the Municipality, including bollards, subdivision entrance features, guard rails, and animal-proof garbage containers, is permitted.

SCHEDULE C

PERMITTED ENCROACHMENTS INTO UTILITY RIGHTS OF WAY OR CORRIDORS

1. GENERAL CONDITIONS

1.1 The Encroachments listed in this Schedule are permitted without an Encroachment Agreement, provided all general and specific conditions of this Bylaw are met.

1.2 All permitted Encroachments under this Schedule:

1.2.1 Shall not impede municipal operations, maintenance, or emergency access;

1.2.2 Shall not interfere with Utilities or above-ground or below-ground infrastructure;

1.2.3 Shall not create a safety hazard;

1.2.4 May be required to be removed at any time at the direction of the Municipality; and

1.2.5 Authorization under this Schedule does not create a right or entitlement to compensation.

2. SURFACE VEHICLE DRIVEWAYS AND PARKING AREAS

2.1 Driveways and parking areas located within utility rights-of-way or corridors are permitted if:

2.1.1 They are constructed of asphalt, gravel, shale, concrete, or similar material; and

2.1.2 They do not interfere with Utility maintenance or municipal operations.

3. PEDESTRIAN WALKWAYS AND SIDEWALKS

3.1 Surface pedestrian sidewalks and walkways are permitted provided they do not interfere with Utilities or municipal operations.

4. LANDSCAPING AND NON-PERMANENT SURFACE IMPROVEMENTS

4.1 The following surface improvements are permitted:

4.1.1 Sod, seed, and low-level landscaping including shrubs, excluding trees and other deep-rooted vegetation;

4.1.2 Portable sheds and other portable accessory buildings not on footings and under **10.0 square meters** in area.

4.1.3 Retaining walls not exceeding **0.2 meters** in height and not located within **2.0 meters** of above-ground utility facilities;

4.1.4 Movable planters and border materials under **0.3 meters** in height;

4.1.5 Surface-level landscape rocks not exceeding **0.5 meters** in height; and

4.1.6 Municipal animal-proof garbage containers and concrete pads.

5. MUNICIPAL WORKS

5.1 Any Encroachment constructed for municipal purposes by or on behalf of the Municipality, including bollards, sound barriers, subdivision entrance features, and guard rails, is permitted.

6. REVIEW AND REVOCATION

6.1 The Municipality may require the removal, relocation, or alteration of any Encroachment at any time to ensure safe operation and maintenance of Utilities or municipal property.

6.2 Property Owners are responsible for all costs associated with removal, repair, or relocation of Encroachments.

SCHEDULE D

PENALTIES

1. A person who contravenes this Bylaw is guilty of an offence.

2. The following minimum specified penalties apply to offences under this Bylaw:

   Fine

2.1	First offence	$250
2.2	Second offence within twelve (12) months	$500
2.3	Third and subsequent offences within twelve (12) months	$750

3. Where an offence continues for one calendar day, each calendar day constitutes a separate offence and is subject to a separate fine.

4. In addition to any fine imposed, the Municipality may recover any cost incurred to remedy the contravention as a municipal debt.

5. The fines set out in this Schedule may be enforced by ticket as provided in Section 12.2 and 13.4 of this Bylaw.

Parks Canada Parcs Canada

AGENDA ITEM 6.4

Certification of Municipality of Jasper
Bylaw #281
Jasper Recreation Complex Renovation Phase 3 Borrowing 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 #281, which received its first readin on the 2nd day of June 2026 and its second reading on the 7th day of July 2026 by the Council of the Municipality, hereby certify with respect to Bylaw #281 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 10 day of July 2026.

[redacted] Digitally signed by Caron, Genevieve
Date: 2026.07.10 08:51:53 -06'00'

Geneviève Caron
Field Unit Superintendent of
Jasper National Park of Canada

Canada

MUNICIPALITY OF JASPER
BYLAW #281

BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE COUNCIL TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE IN THE AMOUNT OF $1,900,000 FOR THE PURPOSE OF THE JASPER RECREATION COMPLEX RENOVATION PHASE 3 IN THE MUNICIPALITY OF JASPER.

WHEREAS The Council of the Municipality has decided to issue a bylaw pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of Jasper Recreation Complex Renovation Phase 3 as identified in the capital budget approved by council.

WHEREAS Municipality of Jasper owns and operates the Jasper Recreation Complex, which includes the Jasper Fitness and Aquatic Centre, the Jasper Activity Centre and Arena (the "Complex");

AND WHEREAS the safe, efficient and effective operation of the Complex now requires the Complex to undergo extensive capital renovations;

AND WHEREAS Council of the Municipality of Jasper has approved a Capital Budget which includes the expenditure of funds for intended renovations to the Complex in Phases (the "Project");

AND WHEREAS plans and specifications have been prepared and the total cost of the project is estimated to be $1,900,000;

AND WHEREAS the Municipality estimates the following grants and contributions will be applied to the project:

Debenture	$1,900,000
Total Cost	$1,900,000

AND WHEREAS in order to complete the project it will be necessary for the Municipality to borrow the sum of $1,900,000 for a period not to exceed TWENTY (20) years from the Province of Alberta or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw;

AND WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of TWENTY (20) years;

AND WHEREAS the principal amount of outstanding debt of the Municipality of Jasper as at December 31, 2025, is $22,603,458 and no part of the principal or interest is in arrears;

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Government of Canada and the Province of Alberta;

NOW, THEREFORE, the Council of the Municipality of Jasper in the Province of Alberta, duly assembled enacts as follows:

1. CITATION

This Bylaw may be cited as Municipality of Jasper Bylaw #281, "Jasper Recreation Complex Renovation Phase 3 Borrowing Bylaw 2026".

1. DEFINITIONS

1.1 In this Bylaw:

1.1.1 “Council” shall mean the Council of the Municipality of Jasper;

1.1.2 “Municipality” and “Municipality of Jasper” shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;

1.1.3 “Jasper Activity Centre" shall mean the building and the project of the same name to be renovated by the Municipality of Jasper on or about Parcel CW in the Municipality of Jasper in Jasper National Park of Canada;

1.1.4 "Jasper Fitness and Aquatic Centre" shall mean the building and the project of the same name to be renovated by the Municipality of Jasper on or about Parcel R10 in the Municipality of Jasper in Jasper National Park of Canada.

2. BORROWING

2.1 That for the purpose of renovating the Jasper Recreation Renovation (Phase 3) in the sum of ONE MILLION NINE HUNDRED THOUSAND DOLLARS ($1,900,000) be borrowed from the Province of Alberta or another authorized financial institution by way of debenture on the credit and security of the Municipality of Jasper at large.

2.2 The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

3. DEBENTURES

3.1 The proper officers of the Municipality of Jasper are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose authorized by this bylaw, namely the renovation of the Jasper Recreation Complex (Phase 3).

3.2 The debentures to be issued under this Bylaw may be in any denomination not exceeding the amount authorized by this Bylaw and shall be dated having regard to the date of the borrowing but shall in no event be dated later than 31 December 2026.

3.3 The indebtedness shall be contracted on the credit and security of the Municipality.

4. REPAYMENT

4.1 The Municipality shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed TWENTY (20) years calculated at a rate not exceeding the interest rate fixed by the Province of Alberta or another authorized financial institution on the date of the borrowing, and not to exceed EIGHT (8) percent.

4.2 The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.

5. SEVERANCE

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

6. COMING INTO EFFECT

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

6.2 If any provision herein is adjudged to be repugnant to any federal regulation or legislation, this Bylaw shall continue in full force and effect, but any such repugnant provision shall be of no force or effect until such time as the repugnancy is removed by repeal or amendment of the federal legislation or regulation.

READ a first time this 2nd day of June, 2026.

READ a second time this 7th day of July, 2026.

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

Mayor

Chief Administrative Officer

Certification of Municipality of Jasper
Bylaw #282
Wastewater Treatment Facilities Borrowing 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 #282, which received its first reading the 2nd day of June 2026 and its second reading on the 7th day of July 2026 by the Council of the Municipality, hereby certify with respect to Bylaw #282 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 10 day of July 2026.

[redacted] Digitally signed by Caron, Genevieve
Date: 2026.07.10 08:52:53 -06'00'

Geneviève Caron
Field Unit Superintendent of
Jasper National Park of Canada

MUNICIPALITY OF JASPER
BYLAW #282

BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE COUNCIL TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE IN THE AMOUNT OF $3,200,000 FOR THE PURPOSE OF WASTEWATER TREATMENT FACILITIES RENOVATIONS AND UPGRADES IN THE MUNICIPALITY OF JASPER.

WHEREAS The Council of the Municipality has decided to issue a bylaw pursuant to Section 263 of the Municipal Government Act to authorize the financing, undertaking and completion of Jasper wastewater treatment facilities project as identified in the capital budget approved by council.

WHEREAS Municipality of Jasper owns the Jasper Wastewater Treatment Facilities;

AND WHEREAS the requirement for safe and efficient operation of the facility now requires renovations and upgrades to Wastewater Treatment Facilities;

AND WHEREAS plans and specifications have been prepared and the total cost of the project is estimated to be $3,200,000;

AND WHEREAS the Municipality estimates the following contributions will be applied to the project:

Debenture	$3,200,000
Total Cost	$3,200,000

AND WHEREAS in order to complete the project it will be necessary for the Municipality to borrow the sum of $3,200,000 for a period not to exceed TWENTY-FIVE (25) years from the Province of Alberta or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw;

AND WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of TWENTY-FIVE (25) years;

AND WHEREAS the principal amount of outstanding debt of the Municipality of Jasper as at December 31, 2025, is $22,603,458 and no part of the principal or interest is in arrears;

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Government of Canada and the Province of Alberta.

NOW, THEREFORE, the Council of the Municipality of Jasper in the Province of Alberta, duly assembled enacts as follows:

1. CITATION

1.1 This Bylaw may be cited as Municipality of Jasper Bylaw #282, “Wastewater Treatment Facilities Borrowing Bylaw 2026”.

2. DEFINITIONS

2.1 In this Bylaw:

2.1.1 “Council” shall mean the Council of the Municipality of Jasper;

2.1.2 “Municipality” and “Municipality of Jasper” shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;

2.1.3 “Jasper Wastewater Treatment facilities” shall mean the building and the project of the same name to be renovated by the Municipality of Jasper, located in the NW¼ Section 22 Township 45 Range 1 West of the 6th Meridian and at Coordinates 52.87339N, 118.08230W in Jasper National Park of Canada, in the Province of Alberta.

3. BORROWING

3.1 That for the purpose of completing services to Wastewater Treatment Renovation and Upgrades in the sum of THREE MILLION TWO HUNDRED THOUSAND DOLLARS ($3,200,000) be borrowed from the Province of Alberta or another authorized financial institution by way of debenture on the credit and security of the Municipality of Jasper at large.

3.2 The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

4. DEBENTURES

4.1 The proper officers of the Municipality of Jasper are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose authorized by this bylaw, namely the renovation and upgrades of the Wastewater Treatment Facilities.

4.2 The debentures to be issued under this Bylaw may be in any denomination not exceeding the amount authorized by this Bylaw and shall be dated having regard to the date of the borrowing but shall in no event be dated later than 31 December 2026.

4.3 The indebtedness shall be contracted on the credit and security of the Municipality.

5. REPAYMENT

5.1 The Municipality shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed TWENTY-FIVE (25) years calculated at a rate not exceeding the interest rate fixed by the Province of Alberta or another authorized financial institution on the date of the borrowing, and not to exceed EIGHT (8) percent.

5.2 The Municipality shall levy and raise in each year municipal levies by way of local utility rates sufficient to pay the indebtedness.

6. SEVERANCE

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

7. COMING INTO EFFECT

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

7.2 If any provision herein is adjudged to be repugnant to any federal regulation or legislation, this Bylaw shall continue in full force and effect, but any such repugnant provision shall be of no force or effect until such time as the repugnancy is removed by repeal or amendment of the federal legislation or regulation.

READ a first time this 2nd day of June, 2026.

READ a second time this 7th day of July, 2026.

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

____

Mayor

____

Chief Administrative Officer

Certification of Municipality of Jasper
Bylaw #283
Arnica Avenue Servicing Borrowing 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 #283, which received its first reading the 2nd day of June 2026 and its second reading on the 7th day of July 2026 by the Council of the Municipality, hereby certify with respect to Bylaw #283 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 10 day of July 2026.

[redacted] Digitally signed by Caron, Genevieve
Date: 2026.07.10 08:53:56 -06'00'

Geneviève Caron
Field Unit Superintendent of
Jasper National Park of Canada

MUNICIPALITY OF JASPER
BYLAW #283

BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE COUNCIL OF THE MUNICIPALITY TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE IN THE AMOUNT OF $776,705 FOR THE PURPOSE OF SERVICING ARNICA AVENUE IN THE MUNICIPALITY OF JASPER.

WHEREAS, The Council of the Municipality has decided to issue a bylaw pursuant to Section 263 of the *Municipal Government Act* to authorize the financing, undertaking and completion of Arnica Avenue Servicing as identified in the capital budget approved by council.

AND WHEREAS The Municipality of Jasper owns the infrastructure associated with servicing Arnica Avenue;

AND WHEREAS the requirement for safe and efficient developments on parcels of land depends on services provided to Arnica Avenue;

AND WHEREAS plans and specifications have been prepared and the total cost of the project is estimated to be $1,165,000;

AND WHEREAS the Municipality estimates the following contributions will be applied to the project:

Debenture	$776,705
Benefitting Owners/RCMP	$388,295
Total Costs	$1,165,000

AND WHEREAS, to complete the project it will be necessary for the Municipality to borrow the sum of $776,705, a period not to exceed TWENTY-FIVE (25) years from the Province of Alberta or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw;

AND WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of FORTY-FIVE (45) years;

AND WHEREAS the principal amount of outstanding debt of the Municipality of Jasper as at December 31, 2025, is $22,603,458, and no part of the principal or interest is in arrears;

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Government of Canada and the Province of Alberta.

NOW, THEREFORE, the Council of the Municipality of Jasper in the Province of Alberta, duly assembled enacts as follows:

1. CITATION

1.1 This Bylaw may be cited as Municipality of Jasper Bylaw #283, “Arnica Avenue Servicing Borrowing Bylaw 2026”.

2. DEFINITIONS

2.1 In this Bylaw:

2.1.1 "Council" shall mean the Council of the Municipality of Jasper;

2.1.2 "Municipality" and "Municipality of Jasper" shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;

3. BORROWING

3.1 That for the purpose of completing services to Arnica Avenue in the amount of SEVEN HUNDRED AND SEVENTY-SIX THOUSAND SEVEN HUNDRED AND FIVE DOLLARS ($776,705) be borrowed from the Province of Alberta or another authorized financial institution by way of debenture on the credit and security of the Municipality of Jasper at large.

3.2 The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

4. DEBENTURES

4.1 The proper officers of the Municipality of Jasper are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose authorized by this bylaw, namely the servicing of Arnica Avenue.

4.2 The debentures to be issued under this Bylaw may be in any denomination not exceeding the amount authorized by this Bylaw and shall be dated having regard to the date of the borrowing but shall in no event be dated later than 31 December 2026.

4.3 The indebtedness shall be contracted on the credit and security of the Municipality.

5. REPAYMENT

5.1 The Municipality shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed TWENTY-FIVE (25) years calculated at a rate not exceeding the interest rate fixed by the Province of Alberta or another authorized financial institution on the date of the borrowing, and not to exceed EIGHT (8) percent.

5.2 The Municipality shall levy and raise in each year municipal levies by way of local utility rates sufficient to pay the indebtedness.

6. SEVERANCE

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

7. COMING INTO EFFECT

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

7.2 If any provision herein is adjudged to be repugnant to any federal regulation or legislation, this Bylaw shall continue in full force and effect, but any such repugnant provision shall be of no force or effect until such time as the repugnancy is removed by repeal or amendment of the federal legislation or regulation.

READ a first time this 2nd day of June, 2026.

READ a second time this 7th day of July, 2026.

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

Mayor

Chief Administrative Officer

Certification of Municipality of Jasper
Bylaw #284
Wildfire Utilities Infrastructure Repairs Borrowing 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 #284, which received its first reading the 2nd day of June 2026 and its second reading on the 7th day of July 2026 by the Council of the Municipality, hereby certify with respect to Bylaw #284 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 10 day of July 2026.

[redacted] Digitally signed by Caron, Genevieve
Date: 2026.07.10 08:55:03 -06'00'

Geneviève Caron
Field Unit Superintendent of
Jasper National Park of Canada

MUNICIPALITY OF JASPER
BYLAW #284

BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE COUNCIL TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE IN THE AMOUNT OF $4,000,000 FOR THE PURPOSE OF SERVICING WILDFIRE-AFFECTED WATER AND WASTEWATER INFRASTRUCTURE IN THE MUNICIPALITY OF JASPER.

WHEREAS The Council of the Municipality has decided to issue a bylaw pursuant to Section 263 of the *Municipal Government Act* to authorize the financing, undertaking and completion of Jasper wildfire-affected water and wastewater infrastructure project as identified in the Jasper Utility Master Plan approved by council.

WHEREAS The Municipality of Jasper owns the Water and Wastewater Infrastructure;

AND WHEREAS the requirement for safe and efficient operation of water and wastewater infrastructure depends on services provided to the curb stops, pipe bursting, and surface works undertaken;

AND WHEREAS Council of the Municipality of Jasper has given motion to include the expenditure of funds for intended servicing wildfire-affected water and wastewater infrastructure (the “Project”);

AND WHEREAS plans and specifications have been prepared and the total cost of the project is estimated to be $7,630,000;

AND WHEREAS the Municipality estimates the following grants and debt contributions will be applied to the project:

Disaster Recovery Program (DRP)	$3,630,000
Debenture	$4,000,000
Total Cost	$7,630,000

AND WHEREAS in order to complete the project it will be necessary for the Municipality to borrow the sum of $4,000,000 for a period not to exceed THIRTY (30) years from the Province of Alberta or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw;

AND WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of FORTY-FIVE (45) years;

AND WHEREAS the principal amount of outstanding debt of the Municipality of Jasper as at December 31, 2025, is $22,603,458 and no part of the principal or interest is in arrears;

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Government of Canada and the Province of Alberta;

NOW, THEREFORE, the Council of the Municipality of Jasper in the Province of Alberta, duly assembled enacts as follows:

1. CITATION

1.1 This Bylaw may be cited as Municipality of Jasper Bylaw #284, “Wildfire Utilities Infrastructure Repairs Borrowing Bylaw 2026.

2. DEFINITIONS

2.1 In this Bylaw:

2.1.1 "Council" shall mean the Council of the Municipality of Jasper;

2.1.2 "Municipality" and "Municipality of Jasper" shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;

3. BORROWING

3.1 That for the purpose of completing repairs and refurbishment of wildfire-affected water and wastewater infrastructure in the sum of FOUR MILLION DOLLARS ($4,000,000) be borrowed from the Province of Alberta or another authorized financial institution by way of debenture on the credit and security of the Municipality of Jasper at large.

3.2 The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

4. DEBENTURES

4.1 The proper officers of the Municipality of Jasper are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose authorized by this bylaw, namely the wildfire-affected water and wastewater utility infrastructure project.

4.2 The debentures to be issued under this Bylaw may be in any denomination not exceeding the amount authorized by this Bylaw and shall be dated having regard to the date of the borrowing but shall in no event be dated later than 31 December 2026.

4.3 The indebtedness shall be contracted on the credit and security of the Municipality.

5. REPAYMENT

5.1 The Municipality shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Province of Alberta or another authorized financial institution on the date of the borrowing, and not to exceed EIGHT (8) percent.

5.2 The Municipality shall levy and raise in each year municipal levies by way of local utility rates sufficient to pay the indebtedness.

6. SEVERANCE

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

7. COMING INTO EFFECT

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

7.2 If any provision herein is adjudged to be repugnant to any federal regulation or legislation, this Bylaw shall continue in full force and effect, but any such repugnant provision shall be of no force or effect until such time as the repugnancy is removed by repeal or amendment of the federal legislation or regulation.

READ a first time this 2nd day of June, 2026.

READ a second time this 7th day of July, 2026.

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

Mayor

Chief Administrative Officer

AGENDA ITEM 6.5

Policy Title: **Unsolicited Financial Donations**

Policy # **B-128**

Date adopted by Council: XXXX, 2026

1. POLICY STATEMENT

The Municipality of Jasper will allocate Unsolicited Financial Donations to the Municipal Financial Stabilization Reserve.

2. SCOPE

This policy applies to all unsolicited financial donations received by the Municipality, including: cash donations, cheques, electronic funds transfers, online donations; and/or other financial contributions voluntarily provided without solicitation by the Municipality.

This policy does not apply to: grants, sponsorship agreements, fundraising campaigns authorized by Council; or donations of goods, services, or assets.

3. STANDARDS

3.1. Acceptance of Donations

The Municipality of Jasper may accept unsolicited financial donations from individuals, organizations, businesses, governments, or other entities, subject to applicable legislation and municipal policies. Donations that contain conditions, restrictions, or obligations may be reviewed by Administration and referred to Council for consideration.

3.2. Allocation of Funds

All unsolicited donations received without restrictions or conditions shall be deposited into the Municipal Financial Stabilization Reserve.

3.3. Use of Funds

The Stabilization Reserve shall be managed in accordance with the Municipality's Reserve Policy and applicable legislation. Council retains the ultimate authority over the use of the Financial Stabilization Reserve.

RESPONSIBILITIES

Council: Review and approve any revisions to this Policy.

CAO: Review and approve any procedures related to this Policy.

Directors and Managers: Carry out the Policy based on established procedures.

4. DEFINITIONS

"Unsolicited Financial Donation" means money voluntarily given to the Municipality without having been identified by the donor with a fundraising campaign, sponsorship program, grant application, or other formal solicitation process.

AGENDA ITEM 6.7

ANNUAL RESOLUTIONS IN WRITING
CONSENTED TO BY THE SOLE SHAREHOLDER OF
JASPER MUNICIPAL HOUSING CORPORATION
(THE "CORPORATION")
PASSED PURSUANT TO SECTION 141(1)
OF THE *BUSINESS CORPORATIONS ACT* (ALBERTA) (THE "ACT")
EFFECTIVE: JULY 9, 2026

BE IT RESOLVED THAT:

1. ELECTION OF DIRECTORS

The following persons are hereby elected directors of the Corporation to hold office, subject to the Act, until the next annual meeting of the shareholders (or the signing of a resolution in lieu thereof) or until their successors are duly elected or appointed:

SCOTT WILSON
LAURIE RODGER
SERGE MARTIN
KABLE KONGSRUD
MARLISSA MORO
VIRGINILA CEREZO

2. APPOINTMENT OF AUDITOR

Metrix Group LLP be and the same is hereby appointed auditor of the Corporation, to hold office until the next annual meeting of the shareholders of the Corporation unless such auditor is earlier duly removed from office, at a remuneration to be fixed by the Board of Directors with the Board being hereby authorized to fix such remuneration.

3. WAIVER / ACKNOWLEDGMENT

The undersigned Shareholder hereby:

a) acknowledges and confirms receipt of a copy of the Financial Statements for the most recent fiscal period of the Corporation; or

b) notifies the Corporation that such shareholder does not require delivery of a copy of the Financial Statements for the most recent fiscal period of the Corporation.

These resolutions may be signed and delivered by the shareholder of the Corporation by electronic transmission, including facsimile and email, and shall constitute the same original instrument.

ACKNOWLEDGED AND SIGNED by the sole shareholder entitled to vote on the foregoing resolution at a meeting of the shareholders of the Corporation.

MUNICIPALITY OF JASPER

Per:________________________

Per:________________________

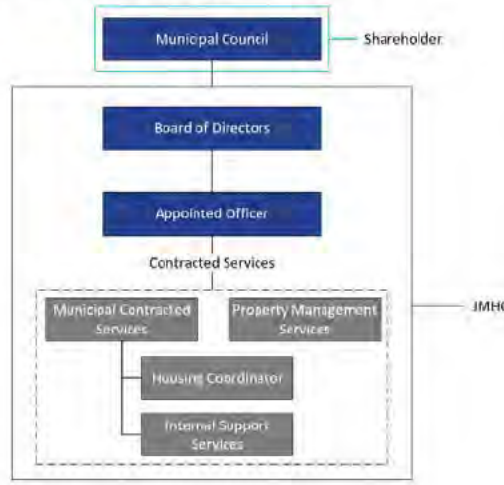
2025 ANNUAL REPORT

Jasper Municipal Housing Corporation

Contents

Organizational Structure and Governance

The Jasper Municipal Housing Corporation is wholly owned by the Municipality of Jasper and is governed in accordance with its Articles of Incorporation, corporate bylaws, and a Unanimous Shareholder Agreement. The Municipality of Jasper Council serves as the sole shareholder and retains all shareholder rights, including the authority to appoint and remove members of the Board of Directors.



The Board of Directors, appointed by Council, provides strategic oversight and direction to the corporation. This governance model ensures that the JMHC remains aligned with municipal priorities while maintaining the autonomy needed to operate effectively in the housing sector.

Through this structure, Council retains full oversight of the corporation while enabling the JMHC to act nimbly and strategically in addressing Jasper's evolving housing needs.

The inaugural meeting of the JMHC Board took place on April 4, 2024.

Directors and Officers

Board Members		Term
Chairperson	Scott Wilson	2 Year Term (March 2026-2028)
Director	Laurie Rodger	Councillor Appointment
Director	Kable Kongsrud	Councillor Appointment
Director	Serge Martin	2 Year Term (March 2026-2028)
Director	Virginila Cerezo	1 Year Term (March 2026-2027)
Director	Marlissa Moro	1 Year Term (March 2026-2027)

Officers	
CEO	Bill Given
Secretary/Treasurer	Leanne Pelletier

Governance

Chairperson's Report – Scott Wilson

2025 was a year of continued governance maturity for JMHC. Following the foundational work completed in 2024, the Board focused on strengthening corporate administration, meeting shareholder and legislative obligations, overseeing the Connaught Below-Market Housing Development, and preparing JMHC for its next stage of evolution: becoming an owner and operator of a housing development.

During the year, the Board addressed several important governance and administrative matters. In February, the Board approved changing JMHC's fiscal year-end to December 31, as recommended by Metrix Group LLP, to align JMHC's financial reporting and audit cycle with the Municipality of Jasper. The Board also approved obtaining insurance coverage for JMHC under the Municipality's insurance policy as an additional named insured, strengthening risk management and corporate continuity.

The JMHC inaugural Annual General Meeting was held on April 15, within the legislative timeline required following incorporation. At its August meeting, the Board received the 2024 Auditor's Report and accepted the financial statements for the year ending December 31, 2024.

The Connaught Below-Market Housing Development remained the Board's primary project focus. The Board approved a revised Phase I project budget of $21,314,551 and by August, the project had advanced to site mobilization following issuance of the building permit. Through the balance of 2025 construction proceeded rapidly under the leadership of our construction partner Scott Builders.

The Board also received updates on Phase II planning, including confirmation of $5.5 million in Alberta Affordable Housing Partnership Program funding and work with Colliers Project Leaders to assess viable development options. In December, the Board received strategic planning tools from Colliers, including a *Real Estate Development Analysis* and a *Land and Asset Acquisition and Evaluation Framework*.

The October 2025 municipal election brought change to the board as founding board members Councillors Rico Damota and Scott Wilson both chose not to seek re-election to municipal Council and public member Laurie Rodger was elected to Council. As a result, after the election the board welcomed Councillors Kabel Kongsrud and Laurie Rodger as new Council appointees.

Looking ahead, the Board's attention will increasingly shift from project construction to operational readiness. With the Connaught project advancing toward completion and occupancy in late 2026 or early 2027 will be a critical transition year for JMHC. The corporation will need to select an operational partner to manage the building and establish a process for accepting tenant applications. This next phase will mark an important milestone for JMHC as it moves from development planning and construction oversight toward the direct delivery of below-market housing for Jasper.

Programming

CEO's Report – Bill Given

2025 was a demanding and productive year for the Jasper Municipal Housing Corporation from an administrative and project delivery perspective. With the corporation's governance foundation in place, the work of administration focused on advancing the Connaught Below-Market Housing Development through design, approvals, funding requirements, and finally into active construction.

A major focus of the year was the work required to finalize federal funding requirements through CMHC. This process was more complex and uncertain than originally anticipated. The federal election and subsequent transition to a new federal government brought changes in priorities, program administration, and timing that were outside JMHC's control. This created a challenging period of uncertainty for the project, particularly as administration worked to maintain project momentum, satisfy funder requirements, and manage construction timing.

Despite these challenges, JMHC achieved a positive result. Administration continued to work through the required documentation, including cost review, energy efficiency, accessibility, affordability, and other funder requirements. This work was essential to advancing the project while protecting the corporation's financial position and ensuring the development remained aligned with the public funding objectives that make below-market housing possible in Jasper.

I want to specifically recognize the work of Leanne Pelletier and Cam Jenkins. Leanne's leadership was central to JMHC's progress throughout the year. She carried a significant administrative and project coordination role, supporting Board reporting, funding requirements, design review, project documentation, and ongoing coordination with partners. Cam Jenkins added important capacity as the project moved into a more active delivery phase, supporting both the Connaught build and JMHC's broader housing work at a critical time.

JMHC also benefited from the strong support of WSP, acting as the owner's representative on the Connaught project. The WSP team provided project management, technical review, coordination, and practical advice that helped JMHC navigate the complexity of delivering a major housing project in Jasper's unique regulatory, construction, and post-wildfire recovery environment.

By the end of 2025, the Connaught project had moved from uncertainty into visible progress on site. That progress reflects the combined efforts of the Board, administration, project partners, funders, WSP and Scott Builders. Looking ahead, administration's focus will increasingly shift toward operational readiness, including building management, tenant application processes, occupancy planning, and the long-term stewardship of JMHC's first housing asset.

Connaught Below-Market Housing Development

The Connaught Below-Market Housing Development is JMHC's first major housing project and remained the corporation's primary development initiative throughout 2025.

The project will deliver 40 new below-market rental units, including:

- **8 fully accessible one-bedroom units,**
- **16 standard one-bedroom units**, and
- **16 two-bedroom units.**

This mix of unit types is intended to support a range of household needs while adding permanent, purpose-built rental housing to Jasper's limited housing supply.

A significant focus of the year was finalizing the funding and affordability framework for the project. The project is supported by multiple public funding sources, including the Canada Mortgage and Housing Corporation's Affordable Housing Fund, the Government of Alberta's Affordable Housing Partnership Program, and municipal Housing Accelerator Fund equity. As part of finalizing the CMHC funding agreement, a portion of the repayable loan was reallocated to forgivable funding, reducing the project's future debt service burden.

Project Budget	
Construction Contract	$18,540,363
Contingency	$1,766,995
Soft Costs	$847,332
Land	$1
Total Budget	**$21,154,691**

Funding Sources	
CMHC Repayable Loan	$9,221,996
CMHC Forgivable Grant	$5,015,035
CMHC Pre-Development	$150,000
Government of Alberta Grant	$6,517,660
Municipal Cash Equity	$250,000
Total Funding	**$21,154,691**

In 2025, the project advanced from design, permitting, and funder review into active construction. Early in the year, administration continued work with Parks Canada on development approvals and land arrangements for Parcel HJ, while also supporting CMHC and Government of Alberta funding requirements. By August, the building permit had been issued and Scott Builders had mobilized to site.

By year-end, construction was progressing through foundational and site development milestones, with grade beams and foundation wall work underway, modular retaining walls nearing completion, and winter construction measures in place. The project schedule anticipates completion in early 2027.

The Connaught project is subject to both provincial and federal affordability requirements. Rents will be set below Median Market Rent (MMR), using CMHC and Government of Alberta data, and tenant eligibility will be guided by income and asset thresholds under AHPP requirements.

Federal & Provincial Median Market Rent (MMR)		
	CMHC	Government of Alberta
1Bedroom	$1620	$1632
2 Bedroom	$1784	$1834

AHPP Program Requirements			
Rental Band	% of Units	Income Limits (by household)	Asset Limits (by household)
Minimum - Max 60% of MMR	Min 10%	1bed - $72,500 2 bed - $80,000	$25,000 (vehicle, RRSP, RESP, TFSA)
Mid-Range – 60-90% MMR		1bed - $72,500 2 bed - $80,000	$50,000 (vehicle, RRSP, RESP, TFSA)
Near Market & Market Rent	Max 30%	No Gross Income Limit	No Asset Value Limit

CMHC Requirements
30% of units must be below MMR
80% average affordability level

The project will exceed the minimum CMHC Affordable Housing Fund affordability requirement, with 60% of units below median market rent and an average affordability level of 73%, compared with the CMHC requirement that the average remain below 80%.

In addition to affordability, the project has been designed to meet accessibility, energy efficiency, and long-term resilience objectives. Project planning has included attention to Rick Hansen accessibility standards, energy performance requirements, and opportunities to improve building resilience and operating efficiency. Administration also successfully submitted a funding application through the Municipal Electricity Generation Program to support installation of a 50 kW solar array, which will further improve the building's energy performance and lower ongoing operational costs.

As the project moves through 2026, JMHC's focus will continue to include construction oversight, cost management, funder reporting, and preparation for occupancy. Increasingly, this work will also shift toward operational planning, including building management, tenant application processes, and the long-term stewardship of JMHC's first housing asset.

Financial

Treasurer’s Report – Leanne Pelletier

In 2025, the Jasper Municipal Housing Corporation (JMHC) entered a significant new phase as construction progressed on Phase I of the Connaught Below Market Housing Development. With a total project budget of approximately $21.1 million, JMHC transitioned from organizational start-up to active project delivery. Reflecting this progress, the Corporation's total assets increased from $181,016 at the end of 2024 to $8.25 million by December 31, 2025 and Construction in progress reached $4.48 million.

The audited financial statements also recognize the Parks Canada land lease as a $2.1 million right-of-use asset and record $3.57 million in deferred capital contributions, including both the land contribution and funding received through Alberta's Affordable Housing Partnership Program. These contributions will be recognized as revenue over the life of the related assets.

As construction advanced, liabilities increased to $4.72 million, primarily reflecting construction costs advanced by the Municipality and statutory construction holdbacks. These balances are consistent with a major capital project under construction and will be supported through the JMHC’s committed provincial and federal funding.

JMHC reported an operating deficit of $18,541, consisting primarily of professional fees associated with governance, financial reporting, and administration. This result is expected for an organization that remains in the construction phase and has not yet begun rental operations. Non-cash amortization of deferred capital contributions offset depreciation expense related to the Parks Canada land lease, resulting in no net operating impact from these accounting entries.

In 2025, JMHC also strengthened the long-term vision of the corporation by securing an additional $5.5 million through a subsequent intake of the Government of Alberta's Affordable Housing Partnership Program (AHPP). This funding is intended to support Phase II of the Connaught development, building on the success of the initial 40-unit project and advancing the Corporation's goal of increasing the supply of below-market housing in the community. While planning and design for Phase II will continue as funding and project requirements are finalized, securing this investment represents an important milestone toward expanding affordable housing opportunities and meeting Jasper's long-term housing needs.

Overall, the 2025 financial statements demonstrate a Corporation in a strong financial position as it advances the Connaught development. With major funding commitments secured, construction well underway, and occupancy anticipated in 2027, JMHC is well positioned to deliver high-quality, below-market housing that will support Jasper's long-term housing needs.

2026-27 Budget Forecast and Funding Outlook

The 2026 budget reflects a year of continued investment as the Jasper Municipal Housing Corporation advances construction of the Connaught Below Market Housing Development while planning for future expansion. Capital expenditures will continue to be the Corporation's primary financial focus, with construction activities expected to accelerate through 2026 in preparation for substantial completion and occupancy in early 2027.

Operating expenditures will remain modest during the construction phase and will continue to consist primarily of governance, professional services, project administration, insurance, and financial management. While the Corporation does not expect to generate significant rental revenue during 2026, the budget establishes the financial framework for the transition to operations, with rental income anticipated to become the Corporation's primary ongoing source of operating revenue following tenant occupancy in 2027.

Construction of Phase I is supported through a carefully structured capital stack that combines funding from multiple partners. This includes the Government of Alberta's Affordable Housing Partnership Program, the Canada Mortgage and Housing Corporation's Affordable Housing Fund, a land contribution from Parks Canada, and owner equity provided through the Municipality of Jasper's Housing Accelerator Fund. By layering grants, low-interest financing, land contributions, and equity, JMHC has reduced the amount of debt required to deliver the project while improving its long-term financial viability.

This funding model not only supports the success of the Connaught development but also demonstrates an approach that is likely to be required for future affordable housing projects in Jasper. Given the high cost of development and the need to maintain below-market rents, leveraging multiple funding sources will likely continue to be an important strategy for expanding Jasper's affordable housing supply while maintaining the Corporation's long-term financial sustainability.

Looking beyond the current project, the Corporation enters 2026 with a positive funding outlook. An additional $5.5 million in Affordable Housing Partnership Program funding has been secured to support Phase II of the Connaught development, positioning JMHC to continue expanding Jasper's supply of below-market housing. Other funding, for land and asset acquisition, exists through the municipal HAF agreement.

Through 2026, the Corporation will continue refining Phase II planning, pursuing complementary funding opportunities, and working with its municipal, provincial, and federal partners to advance future housing projects. This forward-looking approach ensures that JMHC remains well positioned to respond to Jasper's long-term housing needs while building on the momentum established through the successful delivery of Phase I.

JASPER MUNICIPAL HOUSING CORPORATION
FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2025

METRIX GROUP LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of the Jasper Municipal Housing Corporation

Opinion

We have audited the financial statements of the Jasper Municipal Housing Corporation (the Corporation), which comprise the statement of financial position as at December 31, 2025 and the statements of net income and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly in all materials respects, the financial position of the Corporation as at December 31, 2025 and the results of its operations, changes in net financial assets and its cash flows for the period then ended in accordance with International Financial Reporting Standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Corporation in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Corporation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Corporation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Corporation's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors’ report that includes our opinion. Reasonable assurance is a high level of assurance, but it is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

(continues)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control.

- Evaluate the appropriateness of accounting policies and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Corporation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date or our auditors' report. However, future events or conditions may cause the Corporation to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

METRIX GROUP LLP

Chartered Professional Accountants

Edmonton, Alberta
June 25, 2026

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

Management of the Jasper Municipal Housing Corporation is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with International Financial Reporting Standards. The responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibility for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded, and financial records are properly maintained to provide reliable information for the preparation of the financial statements.

The Board of Directors of the Jasper Municipal Housing Corporation is composed entirely of individuals who are neither management nor employees of the Corporation. The Board of Directors have the responsibility of meeting with management and the external auditors to discuss the internal controls over the financial reporting process, auditing matters, and financial reporting issues. The Board of Directors are also responsible for the appointment of the Corporation's external auditors.

Metrix Group LLP, an independent firm of Chartered Professional Accountants, is appointed by the Board of Directors to audit the financial statements and report directly to them. The external auditors have full and free access to and meet periodically and separately with the of the Board and management to discuss their audit findings.

Jasper, Alberta
June 25, 2026

[redacted]

Bill Given
Chief Executive Officer

JASPER MUNICIPAL HOUSING CORPORATION
Statement of Financial Position
As at December 31, 2025

		2025	2024
ASSETS			
CURRENT			
Cash		$ 56	$ 56
Trades and other receivable	(*Note 4*)	1,691,133	8,139
		1,691,189	8,195
PROPERTY AND EQUIPMENT	(*Note 5*)	6,558,239	172,821
		8,249,428	181,016
LIABILITIES			
CURRENT			
Trades payable and accrued liabilities	(*Note 6*)	4,722,854	210,539
DEFERRED CAPITAL CONTRIBUTIONS	(*Note 7*)	3,574,638	-
		8,297,492	210,539
SHAREHOLDER'S EQUITY			
Share capital	(*Note 8*)	10	10
Deficit		(48,074)	(29,533)
		(48,064)	(29,523)
		$ 8,249,428	$ 181,016

COMMITMENTS (*Note 12*)

SUBSEQUENT EVENTS (*Note 13*)

ON BEHALF OF THE BOARD:

[redacted]
Director

[redacted]
Director

The accompanying notes are an integral part of these financial statements.

JASPER MUNICIPAL HOUSING CORPORATION
Statement of Net Income and Other Comprehensive Income
For The Year Ended December 31, 2025

		2025	2024
REVENUE			
Amortization of deferred capital contributions	(*Note 7*)	**$ 42,163**	$ -
Other		**-**	50
		42,163	50
EXPENSES			
Depreciation of property and equipment	(*Note 5*)	**42,163**	-
Professional fees		**18,541**	17,672
Subcontract services		**-**	11,907
Bank and interest charges		**-**	4
		60,704	29,583
NET INCOME AND COMPREHENSIVE INCOME		**$ (18,541)**	$ (29,533)

JASPER MUNICIPAL HOUSING CORPORATION
Statement of Changes in Shareholder's Equity
For The Year Ended December 31, 2025

	Share Capital	Deficit	Total
Balance, December 31, 2024	**$ 10**	**$ (29,533)**	**$ (29,523)**
Net income and comprehensive income	**-**	**(18,541)**	**(18,541)**
Balance, December 31, 2025	**$ 10**	**$ (48,074)**	**$ (48,064)**
Balance, December 31, 2023	$ 10	$ -	$ 10
Net income and comprehensive income	-	(29,533)	(29,533)
Balance, December 31, 2024	$ 10	$ (29,533)	$ (29,523)

JASPER MUNICIPAL HOUSING CORPORATION

Statement of Cash Flows

For The Year Ended December 31, 2025

	2025	2024
OPERATING ACTIVITIES		
Net income and comprehensive income	$ (18,541)	$ (29,533)
Non-cash items included in operating income:		
Amortization of deferred capital contributions	(42,163)	-
Depreciation of property and equipment	42,163	-
Changes in non-working capital balances:		
Trade and other receivables	(1,682,994)	(8,129)
Trades payable and accrued liabilities	4,512,315	210,539
	2,810,780	172,877
INVESTING ACTIVITIES		
Purchase of property and equipment	(6,427,581)	(172,821)
Right-of-use asset contribution	2,125,000	-
Government assistance for capital utilized	1,491,801	-
	(2,810,780)	(172,821)
CHANGE IN CASH DURING THE YEAR	-	56
CASH - BEGINNING OF YEAR	56	-
CASH - END OF YEAR	$ 56	$ 56

1. NATURE OF OPERATIONS

Jasper Municipal Housing Corporation (the "Corporation") was incorporated under the *Business Corporations Act* of the Province of Alberta on October 20, 2023. The Corporation's primary purpose is to advance the development of affordable housing in Jasper.

The Corporation's principal place of business is:

Jasper Municipal Housing Corporation
303 Pyramid Lake Road
Jasper, AB T0E 1E0

The common shares of the Corporation are wholly owned by the Municipality of Jasper.

2. BASIS OF PRESENTATION

a) *Statement of Compliance*

The financial statements have been prepared in accordance with International Financial Reporting Standards (IFRS) as issued by the International Accounting Standards Board (IASB) and interpretations issued by the International Financial Reporting Interpretation Committee (IFRIC).

The financial statements were authorized for issue by the Board of Directors on June 25, 2026.

b) *Basis of Measurement*

The financial statements have been prepared using the historical cost basis. The significant accounting policies are outlined in Note 3.

c) *Functional Currency*

The financial statements are presented in Canadian dollars, which is the Corporation’s functional currency.

3. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies used in the preparation of these financial statements are summarized below. These accounting policies have been applied consistently to all periods presented in these financial statements.

a) *Government Grants*

The Corporation recognizes unconditional government grants in profit or loss when the grant becomes receivable.

Government grants are not recognized until there is reasonable assurance that the Corporation will comply with the conditions attaching to them and that the grants will be received.

(CONT'D)

3. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Government grants are recognized in profit or loss on a systematic basis over the periods in which the Corporation recognizes as expenses the related costs for which the grants are intended to compensate. Specifically, government grants whose primary condition is that the Corporation should purchase, construct or otherwise acquire non-current assets (including property, plant and equipment) are recognized as deferred revenue in the statement of financial position and transferred to profit or loss on a systematic and rational basis over the useful lives of the related assets.

Government grants that are receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the Corporation with no future related costs are recognised in profit or loss in the period in which they become receivable

b) Income Taxes

Under the *Income Tax Act* (Canada), a municipally owned corporation is subject to income tax on its taxable income if the income from activities for any relevant period that was earned outside the geographical boundaries of the municipality exceeds 10% of the Corporation's total income for that period.

c) Financial Instruments

Recognition and derecognition

Financial assets and financial liabilities are recognized when the Corporation becomes a party to the contractual provisions of the financial instruments.

Financial assets are derecognized when the contractual rights to the cash flows from the financial asset expire, or when the financial asset and substantially all the risks and rewards are transferred. A financial liability is derecognized when it is extinguished, discharged, cancelled or expires.

Classification and initial measurement of financial assets

Except for those trade receivables that do not contain a significant financing component and are measured at the transaction price in accordance with IFRS 15, all financial assets are initially measured at fair value adjusted for transaction costs (where applicable).

Financial assets, other than those designated and effective as hedging instruments, are classified into one of the following categories:

- Amortized cost
- Fair value through profit or loss (FVTPL), or
- Fair value through other comprehensive income (FVOCI).

In the periods presented the Corporation does not have any financial assets categorised as FVTPL or FVOCI.

The classification is determined by both:

- The entity’s business model for managing the financial asset, and
- The contractual cash flow characteristics of the financial asset.

(CONT'D)

3. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

All revenue and expenses relating to financial assets that are recognised in profit or loss are presented within finance costs, finance income or other financial items, except for impairment of trade receivables which is presented within other expenses.

Subsequent measurement of financial assets

Financial assets at amortized cost

Financial assets are measured at amortized cost if the assets meet the following conditions (and are not designated as FVTPL):

- They are held within a business model whose objective is to hold the financial assets and collect its contractual cash flows, and
- The contractual terms of the financial assets give rise to cash flows that are solely payments of principal and interest on the principal amount outstanding.

After initial recognition, these are measured at amortized cost using the effective interest method. Discounting is omitted where the effect of discounting is immaterial.

Financial assets at fair value through profit or loss (FVTPL)

Financial assets held within a different business model other than "hold to collect" or "hold to collect and sell" are categorised at FVTPL. Further, irrespective of the business model used, financial assets whose contractual cash flows are not solely payments of principal and interest are accounted for at FVTPL.

Assets in this category are measured at fair value with gains or losses recognized in profit or loss. The fair values of financial assets in this category are determined by reference to active market transactions or using a valuation technique where no active market exists.

Financial assets at fair value through other comprehensive income (FVOCI)

The Corporation accounts for financial assets at FVOCI if the assets meet the following conditions:

- They are held under a business model whose objective is “hold to collect” the associated cash flows and sell, and
- The contractual terms of the financial assets give rise to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Any gains or losses recognised in OCI will be recycled upon derecognition of the asset.

d) Property and Equipment

Property and equipment are stated at historical cost less accumulated depreciation and any accumulated impairment loss. Cost includes expenditures that are directly attributable to the acquisition of the asset.

As at December 31, 2025, the Corporation has acquired property and equipment that are not yet available for use and, accordingly, no depreciation has been charged. Depreciation will commence when the assets are available for use and will be calculated on a straight-line basis over the estimated useful lives of the assets.

(CONT'D)

3. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The assets' residual values, useful lives and depreciation methods are reviewed at each financial year-end and adjusted if appropriate.

Gains or losses arising on the disposal of property and equipment are determined as the difference between the disposal proceeds and the carrying amount of the assets and are recognised in profit or loss.

At each reporting date, the Corporation assesses whether there is any indication that an asset may be impaired. If such indication exists, the recoverable amount of the asset is estimated and any impairment loss is recognised.

e) Leases

At inception of a contract, the Corporation assess whether a contract is or contains a lease at the inception of a contract. A lease conveys the right to direct the use and obtain substantially all of the economic benefits of an identified asset for a period of time in exchange for consideration.

As a Lessee

At least commencement, the Corporation recognizes a right-of-use asset ("ROU asset") and a lease liability in its statement of financial position. The ROU asset is measured at cost, which is made up of the initial measurement of the lease liability. The lease liability is initially measured at the present value of the future unavoidable lease payments under the contract, discounted using the interest rate implicit in the lease contract. Where the implicit rate is not readibly determined, the Corporation uses the incremental borrowing rate available. Lease payments consist of any direct costs incurred by the Corporation, an estimate of any costs to dismantle and remove the asset at the end of the lease, and any lease payments made in advance of the lease commencement date (net of any incentives received). Subsequently, the lease liability is measured at amortized cost, using the effective interest method.

Where a lease is entered into for nominal consideration, no lease liability is recognized. In such circumstances, an ROU asset is initially measured at its fair value at the commecement date and is recognized as a government grant. The government grant is initially measured as deferred contributions and is subsequently recognized in profit or loss on a systematic basis over the lease term, consistent with the pattern of consumption of the economic benefits of the underlying asset.

The Corporation depreciates the ROU asset on a straight-line basis from the lease commencement date to the earlier of the the end of the useful life of the ROU asset or the end of the lease term. The Corporation also assess the ROU asset for impairment when such indicators exist.

f) Standards and Interpretations Not Yet Applied

A number of new standards, amendments to standards and interpretations of standards have been issued by the IASB and the IFRIC, the application of which is effective for periods beginning on or after January 1, 2025 which are not effective for these financial statements. The Corporation does not expect the implementation of these new accounting pronouncements to have a material impact on its accounting policies.

4. TRADE AND OTHER RECEIVABLES

	2025	2024
Due from Provincial government	**$ 1,491,801**	$ -
Goods and Services Tax recoverable	**199,332**	8,139
	$ 1,691,133	$ 8,139

5. PROPERTY AND EQUIPMENT

	Right of Use Asset[1]	Construction in Progress[2]	Total
COST			
Balance, January 1, 2025	$ -	$ 172,821	**$ 172,821**
Acquired	2,125,000	4,302,581	**6,427,581**
Balance, December 31, 2025	2,125,000	4,475,402	**6,600,402**
ACCUMULATED DEPRECIATION			
Balance, January 1, 2025	-	-	**-**
Depreciation	42,163	-	**42,163**
Balance, December 31, 2025	42,163	-	**42,163**
NET BOOK VALUE	$ 2,082,837	$ 4,475,402	**$ 6,558,239**

	Right of Use Asset[1]	Contribution in Progress[2]	Total
COST			
Balance, January 1, 2024	$ -	$ -	**$ -**
Acquired	-	172,821	**172,821**
Balance, December 31, 2024	-	172,821	**172,821**
NET BOOK VALUE	$ -	$ 172,821	**$ 172,821**

(1) During 2025, the Corporation recognized a right-of-use assets for the land lease with Parks Canada. The right-of-use asset represents the right to use the land under the lease and is recorded at the market value of the land, which has been recognized as a contribution from Parks Canada. The contribution has been recorred as a deferred capital contribution in Note 7.

(2) Construction in progress is comprised of expenditures for the Connaught Below Market Housing Development. No depreciation is recorded for construction in progress assets.

6. TRADES PAYABLE AND ACCRUED LIABILITIES

	2025	2024
Due to Municipality of Jasper	**$ 4,333,682**	$ 183,505
Holdbacks payable	**374,172**	10,034
Trades payable and accrued liabilities	**15,000**	17,000
	$ 4,722,854	$ 210,539

7. DEFERRED CAPITAL CONTRIBUTIONS

	2025	2024
Parks Canada Contribution[1]	**$ 2,082,837**	$ -
Affordable Housing Partnership Program	**1,491,801**	-
	$ 3,574,638	$ -

(1) During 2025, the Corporation entered into a land lease with Parks Canada for the purposes of providing affordable housing for a term of 42 years for a nominal fee. A right-of-use asset has been recorded at the market value of the land, is recognized as a deferred capital contritbuion from Parks Canada, and is being amortized over the lease term. In 2025, the Corporation recognized $42,163 (2024 - $NIL) in amortized deferred capital contributions.

8. SHARES CAPITAL

Authorized:

- Unlimited class "A", B", "C", common voting shares
- Unlimited class "D", "E", "F", common non-voting shares
- Unlimited class "G", "H", "I", preferred non-voting share, redeemable and retractable shares

Issued:

	2025	2024
100 - Class A common shares	**$ 10**	$ 10

9. RELATED PARTY BALANCES AND TRANSACTIONS

Municipality of Jasper

The following tables summarize the related party transactions between the Corporation and the Municipality of Jasper (the "Municipality").

	2025	2024
Expenses		
Offsite levies	**$ 66,210**	$ -

In 2025, the Corporation paid offsite levies related to the construction of the Connaught Below Market Housing Development in the amount of $66,210 to the Municipality.

10. ECONOMIC DEPENDENCE

The Corporation is economically dependent on the Municipality of Jasper (the "Municipality"), which is the Corporation's sole shareholder. The Municipality provides significant administrative and operational support to the Corporation, including but not limited to finance, human resources, information technology, and other services. These services are provided from the Municipality to the Corporation at no charge.

As a result of this relationship, the Corporation is dependent on continued support of the Municipality to carry out its activities. Should the Municipality significantly reduce or discontinue this support, the Corporation's adbility to operate may be adversely affected.

11. FINANCIAL RISK MANAGEMENT

The Corporation's financial instruments consist of cash, trades and other receivables, and trades payable and accrued liabilities. It is management's opintion that the Corporation is not exposed to significant market, credit, or other price risks arising from these financial instruments.

Liquidity Risk

Liquidity risk is the risk that the Corporation will encounter difficulty in meeting obligations associated wtih financial liabilities. Liquidity risk arises from the Corporation's limited and uncertain cash inflows, as revenue is primarily restricted to government grants that re subject to approval and timing delays. As a result, the Corporation is dependent on financial support from its shareholder to meet ongoing operational and capital obligations.

Management manages liquidity risk by closely monitoring cash flow forecasts and funding requirements to ensure sufficient liquidity is available to meet obligations as they come due. This includes actively managing the timing of expenditures, maintaining regular communication with funding agencies regarding the status and timing of government grants, and relying on shareholder support as needed. Management is also pursuing external financing arrangements to diversify funding sources and reduce reliance on shareholder advances over the longer term.

(CONT'D)

11. RISK MANAGEMENT (CONT'D)

The undiscounted cash flow requirements and contractual maturities of the Corporation's financial liabilities as at December 31, 2025 are as follows:

	2026	2027	2028	2029	2030	2031 Thereafter	Total Contractual Cash Flows
Due to MOJ[1]	$ 4,333,682	$ -	$ -	$ -	$ -	$ -	**$ 4,333,682**
Holdbacks payable	374,172	-	-	-	-	-	**374,172**
Trade and other payables	15,000	-	-	-	-	-	**15,000**
	$ 4,722,854	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 4,722,854**

[1] Amounts payable to the Municipality of Jasper have no fixed terms of repayment.

Unless otherwise noted, the carrying value of the financial instrument approximates fair value.

12. COMMITMENTS

The Corporation has entered into a construction contract related to the Connaught Below Market Housing development (the "Project"). As at year-end, contractual commitments of $14,314,876 (2024 - $15,940,309) have not yet been recognized in the financial statements. These commitments relate to construction and other development costs required to completed the Project, which is anticipated to be completed by January 2027.

13. SUBSEQUENT EVENTS

On March 3 2026, the Government of Canada announced funding support to the Corporation to finance the construction of the Connaught Below Market Housing development. The funding support will be received in the form of loans with the Canada Mortgage and Housing Corporation. $14.2 million in funding will be provided through a combination of a repayable loan and a forgivable loan. The loans are provided to supplement the funding received from the Government of Alberta via the Affordable Housing Partnership Program.

MUNICIPALITY OF JASPER
BYLAW #285

BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO REGULATE THE RETENTION AND DISPOSITION OF RECORDS.

WHEREAS Pursuant to the *Municipal Government Act* (RSA 2000, cM-26), as amended, Council may pass a bylaw respecting the retention and destruction of records and documents of the municipality;

AND WHEREAS the *Access to Information Act* (SA 2024, cA-1.4) and the *Protection of Privacy Act* (SA 2024, cP-28.5) provide that the head of a public body must protect personal information in the custody or under the control of the public body by making reasonable security arrangements against such risks as unauthorized access, collection, use, disclosure or destruction.

AND WHEREAS the Municipality of Jasper creates and maintains records in carrying out its legislative, administrative, operational and service delivery functions;

AND WHEREAS Council recognizes the need to establish requirements for the retention, preservation and authorized destruction of ~~municipal records~~Municipal Records;

AND WHEREAS Council wishes to authorize the Chief Administrative Officer to approve and maintain Records Retention and Disposition Schedules in accordance with applicable legislation and operational requirements;

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

1. CITATION

1.1 This Bylaw may be cited as the “Records Retention and Disposition Bylaw”.

2. PURPOSE

2.1 The purpose of this Bylaw is to:

2.1.1 Establish authority for the retention and disposition of ~~municipal records~~Municipal Records;

2.1.2 Ensure ~~records~~Municipal Records are retained for periods required by law, operational necessity and accountability;

2.1.3 Authorize the destruction of ~~records~~Municipal Records that have fulfilled their retention requirements;

2.1.4 Preserve ~~records~~Records of historical, evidential or permanent value;

2.1.5 Support compliance with applicable legislation including the *Access to Information Act* and the *Protection of Privacy Act*; and

2.1.6 Authorize the Chief Administrative Officer to establish and maintain Records Retention and Disposition Schedules.

3. DEFINITIONS

In this bylaw:

3.1 “CAO” means the Chief Administrative Officer of the Municipality of Jasper or designate;

3.2 “Council” means the Council of the Municipality of Jasper;

3.3 “Disposition” means the authorized destruction, deletion, transfer, migration or preservation of a record;

3.4 “Employee” includes permanent, temporary, casual and contract personnel, volunteers, and any individual acting on behalf of the Municipality;

3.5 “Historical Record” means a ~~record~~Municipal Record designated for permanent preservation because of its historical, evidential, ~~administrative, legal~~archival or cultural value;

3.6 “Municipality” means the Municipality of Jasper;

3.7 “Municipal Record” means a Record in the custody or under the control of the Municipality, that is created, received or maintained in the course of carrying out the Municipality’s legislative, administrative, operational, service delivery, archival or historical preservation functions.

3.8 ~~3.7~~ "Record" means any electronic record or other record in any form in which information is contained or stored, including but not limited to information in any written, graphic, electronic, digital, photographic, audio or other medium;

3.9 "Records Hold" means the pausing or suspension of the destruction, deletion, transfer or migration of a Municipal Record.

3.10 ~~3.8~~ "Records Retention and Disposition Schedule" means a schedule approved by the CAO that establishes retention periods and disposition requirements for ~~municipal records~~Municipal Records.

3.11 ~~3.9~~ "Transitory Record" means Municipal Records that have only short-term, immediate or no value to the Municipality, will not be required for future reference, and are required for only a limited period of time for the completion of a routine action or the preparation of a Record or Municipal Record.

4. SCOPE

4.1 This Bylaw applies to all ~~records created, received, maintained or controlled by the Municipality~~Municipal Records regardless of format or storage medium.

4.2 This Bylaw applies to all departments, boards, committees, ~~employees~~Employees and individuals acting on behalf of the Municipality.

4.3 Where there is a conflict between this Bylaw or the Records Retention and Disposition Schedule and Provincial or Federal legislation, the Provincial or Federal legislation shall apply and shall supersede this Bylaw or the Records Retention and Disposition Schedule.

4.4 Where Records are in the control or possession of a party other than the Municipality, such Records shall be classified as Municipal Records when:

4.4.1 the Municipality has agreed, by contract, that the Record is a Municipal Record

4.4.2 the Municipality has the authority to regulate the use and Disposition of the Record; or

4.4.3 the third party is a consultant, contractor, agent or service provider and the Record was created, received, maintained or used for or on behalf of the Municipality.

5. ADMINISTRATION

5.1 The CAO is responsible for the administration of this Bylaw.

5.2 The CAO may establish policies, procedures, standards and practices necessary to implement this Bylaw.

6. RETENTION OF RECORDS

6.1 The CAO is authorized to establish, approve, amend and maintain one or more Records Retention and Disposition Schedules.

6.2 Records Retention and Disposition Schedules shall:

6.2.1 Identify ~~records~~ categories of Municipal Records;

6.2.2 Establish retention periods; and

6.2.3 Reflect legal, operational, fiscal and historical requirements.

6.3 Approved Records Retention and Disposition Schedules shall constitute the ~~Municipality of Jasper's~~Municipality's official authority for the retention and disposition of records.

7 RETENTION REQUIREMENTS

7.1 Municipal Records shall be retained in accordance with approved Records Retention and Disposition schedules.

7.2 No person shall ~~destroy, delete or otherwise dispose of a municipal record~~direct the Disposition of a Municipal Record except in accordance with:

7.2.1 This Bylaw;

7.2.2 An approved Records Retention and Disposition Schedule; or

7.2.3 Applicable Provincial or Federal legislation.

7.3 Municipal Records shall be maintained in a manner that preserves their integrity, authenticity, reliability and accessibility for the duration of their retention period.

8 AUTHORIZATION

8.1 The CAO is authorized to destroy, delete or otherwise dispose of records that have:

8.1.1 Fulfilled the retention requirements established in an approved Records Retention and Disposition Schedule; and

8.1.2 Not been made subject to a ~~records hold~~Records Hold or legal preservation requirement.

8.2 The CAO may delegate authority for the destruction of records to designated ~~employees~~Employees.

9 DOCUMENTATION OF DESTRUCTION

9.1 The Municipality shall maintain documentation sufficient to demonstrate ~~records~~Municipal Records were destroyed in accordance with this Bylaw.

9.2 Documentation may include:

9.2.1 Records categories;

9.2.2 Dates of destruction;

9.2.3 Destruction method;

9.2.4 Authorization; and

9.2.5 Destruction certificates where applicable.

10 RECORDS HOLDS

10.1 ~~Destruction of records shall be suspended where records~~The CAO may place a Records Hold on Municipal Records that are:

10.1.1 Subject to an access to information request;

10.1.2 Subject to litigation or reasonably anticipated litigation;

10.1.3 Relevant to an investigation, audit, review or inquiry;

10.1.4 Required for an ongoing administrative purpose; or

10.1.5 Otherwise required by law to be retained.

10.2 Notwithstanding the criteria outlined in section 10.1, the CAO may place a Records Hold on a Municipal Record for any reason the CAO deems appropriate.

~~10.2~~10.3 If an individual's personal information will be used by the Municipality to make a decision that directly affects the individual, the Municipality must retain the personal information for at least one year after using it so that the individual has a reasonable opportunity to obtain access to it.

~~10.3 The CAO may issue a records hold respecting any records under the custody or control of the Municipality.~~

10.4 Municipal Records subject to a ~~hold~~Records Hold shall not be destroyed until the ~~hold is formally~~Records Hold is released by the CAO.

11 PRESERVATION OF HISTORICAL RECORDS

11.1 Historical Records shall not be destroyed.

11.2 The CAO may bring forward recommendations to Council to designate records as Historical for perpetual preservation.

11.3 Council has the authority to designate records as Historical.

12 TRANSITORY RECORDS

12.1 Transitory Records may be destroyed when no longer required for administrative purposes.

12.2 Transitory Records are not subject to retention periods established in a Records Retention and Disposition Schedule.

12.3 A Transitory Record shall not be destroyed if it is subject to a Records Hold.

13 RESPONSIBILITY

13.1 Employees shall comply with this Bylaw and all policies, procedures and schedules established under it.

13.2 No person shall knowingly destroy, alter, conceal or remove a ~~municipal record~~Municipal Record except as authorized by this Bylaw.

14 DELEGATION

14.1 The CAO may delegate any authority under this Bylaw except the authority to approve or rescind a Records Retention and Disposition Schedule.

15 SEVERABILITY

15.1 If any provision of the Bylaw is adjudged by a Court of competent jurisdiction to be invalid for any reason, the remaining provisions of this Bylaw shall remain in force.

16 **COMING INTO EFFECT**

16.1 This Bylaw comes into force and effect on the final day of passing.

READ a first time this 7th day of July, 2026

READ a second time this day of , 2026

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

Mayor

Chief Administrative Officer