Municipality of Jasper

Committee of the Whole Meeting Agenda

November 10, 2026 | 9:30 am

Jasper Library & Cultural Centre – Quorum Room

Notice: Council members and staff are in Council chambers for meetings. Members of the public can attend meetings in person; view meetings through the Zoom livestream; or view archived Council meetings on YouTube at any time. To live-stream this meeting starting at 9:30 am, use the following Zoom link: https://us02web.zoom.us/j/87657457538

1. Call to order Deputy Mayor Melnyk to chair meeting

2. Additions to agenda

3. Approval of agenda

3.1 November 10, 2026 Committee of the Whole agenda attachment

4. October 27, 2026 Committee of the Whole meeting minutes attachment

4.1 Business arising from minutes

5. Delegations

6. Correspondence

7. New business

7.1 Biosolids Management Plan attachment
7.2 Indigenous Relations Strategy attachment
7.3 Council Human Resources Committee Terms of Reference attachment
7.4 Wildflowers Expansion – Construction Contract Award attachment
7.5 Green Burial Report attachment
7.6 Municipal Staff Housing attachment

8. Motion Action List attachment

9. Councillor upcoming meetings

10. In-Camera

10.1 Human Resources Committee Report – ATIA s.22(2)
10.2 Mayor's Special Awards ATIA s.22(1), 26(1)

11. Upcoming events

Town Hall with MP William Stevenson – 6:00-8:00pm, Friday, November 13, Jasper Activity Centre
NETMA – Wednesday, November 18, Jasper Brewing Company
Departmental Budget Presentations – 9am start, Tues & Wed, November 24 & 25, Quorum Room
Community Holiday Party – 5:30pm start, Friday, December 11, Jasper Activity Centre

12. Adjournment

All regular and committee meetings of Council are video-recorded and archived on YouTube.

AGENDA ITEM 4.1

Municipality of Jasper

Committee of the Whole Meeting Minutes

Tuesday, October 27, 2026 | 9:30am

Jasper Library & Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library & Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing during Council meetings is through both Zoom livestreaming and in-person attendance. Public participation is facilitated through in-person attendance.
Present	Mayor Richard Ireland, Deputy Mayor Wendy Hall, Councillors Kable Kongsrud, Ralph Melnyk, Kathleen Waxer, and Laurie Rodger
Absent	Councillor Danny Frechette
Also present	Bill Given, Chief Administrative Officer Courtney Donaldson, Director of Operations & Utilities Natasha Malenchak, Director of Finance & Administration Lisa Riddell, Acting Director of Community Development Emily Dawson, Finance Manager Erin Toop, Transit Manager Emma Acorn, Legislative Services Coordinator Angie Thom, Municipality of Jasper Library Board Ornesto Tassoni, The Evergreens Foundation Nancy Robbins, Community Futures West Yellowhead Steve Pavlov & Ron McGaffin, Jasper-Yellowhead Museum & Archives Peggy Munn, Jasper Heritage Folk & Blues Society Grace Kohn & Jacqui McColl, Habitat for the Arts Rowan Bell-Marusich, Jasper Pride Festival Society Oliver Andrew & Logan Ireland, UpLift! Mural Festival 15 observers
Call to Order	Deputy Mayor Hall called the October 27, 2026 Committee of the Whole meeting to order at 9:30am.
Additions/ deletions to the agenda	Councillor Rodger requested that an item be added to the agenda to discuss the angle parking on Pyramid Road.
Approval of agenda #461/26	MOTION by Councillor Kongsrud that Committee approve the agenda for the October 27, 2026 Committee of the Whole meeting as amended: • Add 11.1 Angle Parking on Pyramid Road FOR 6 Councillors — AGAINST 0 Councillor — CARRIED
Business arising from minutes	none
Delegations	none

Correspondence	none		
Municipality of Jasper Library Board	Committee received a funding request from the Municipality of Jasper Library Board. Director of Library Services Angie Thom delivered the presentation and answered Committee questions.		
#462/26	MOTION by Councillor Kongsrud that Committee receive the presentation for information; and That Committee refer the Municipality of Jasper Library Board $248,000 funding request to the 2027 budget discussions.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
The Evergreens Foundation	Committee received a presentation from Ornesto Tassoni of the Evergreens Foundation regarding funding for the Seniors' Alpine Traveller Bus.		
#463/26	MOTION by Richard Ireland that Committee receive the presentation for information; and That Committee refer the Evergreens Foundation $10,000 funding request to the 2027 budget discussions.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Community Futures West Yellowhead	Committee received Nancy Robbins to present the Community Futures West Yellowhead funding request. The presentation is included in the agenda package.		
#464/26	MOTION by Councillor Melnyk that Committee receive the presentation for information; and That Committee refer the Community Futures West Yellowhead $10,000 funding request to the 2027 budget discussions.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Deputy Mayor Hall called a recess from 10:25am to 10:31am.		
Jasper-Yellowhead Museum & Archives	Committee received a presentation from Steve Pavlov and Ron McGaffin with a funding request for the Jasper-Yellowhead Museum & Archives.		
#465/26	MOTION by Councillor Kongsrud that Committee receive the presentation for information; and		

That Committee refer the Jasper-Yellowhead Museum & Archives $50,000 funding request to the 2027 budget discussions.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Jasper Heritage Folk & Blues Society

Committee received a funding request from the Jasper Folk & Blues Society with Assistant Director Peggy Munn in attendance.

#466/26

MOTION by Councillor Melnyk that Committee receive the presentation for information; and

That Committee refer the Jasper Heritage Folk & Blues Society $20,000 funding request to the 2027 budget discussions.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Habitat for the Arts

Committee received a presentation from Grace Kohn & Jacqui McColl of Habitat for the Arts with a funding request for consideration.

#467/26

MOTION by Mayor Ireland that Committee receive the presentation for information; and

That Committee refer the Habitat for the Arts funding request in the amount of $10,000 and a request of waiver of rental fees for municipal facilities for up to four times per year to the 2027 budget discussions.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Jasper Pride Festival Society

Committee received a presentation from Rowan Bell-Marusich of the Jasper Pride Festival Society requesting in-kind donations from the Municipality.

#468/26

MOTION by Mayor Ireland that Committee receive the presentation for information; and

That Committee refer the Jasper Pride Festival Society $8085 funding request to the 2027 budget discussions.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

UpLift! Jasper Mural Festival

Mayor Ireland declared a conflict of interest and recused himself as he has a close family member who is one of the organizers of the UpLift! Jasper Mural Festival.

Due to internet connectivity problems the meeting was recessed for lunch a few minutes early.

Recess

Deputy Mayor Hall called a recess from 11:57am to 1:00pm.

UpLift! Jasper Mural Festival	Committee received a presentation from Oliver Andrew and Logan Ireland of the UpLift! Mural Festival requesting funding in 2027.
#469/26	MOTION by Councillor Waxer that Committee receive the presentation for information; and That Committee refer the UpLift! Mural Festival $25,000 funding request to the 2027 budget discussions.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

Mayor Ireland rejoined the meeting at 1:22pm.

Transit Quarterly Report	Committee received a Transit Quarterly Report from Transit Manager Erin Toop. Director of Operations & Utilities Courtney Donaldson was also in attendance to assist with Committee questions.
#470/26	MOTION by Councillor Kongsrud that Committee receive the report for information.

FOR	AGAINST	
6 Councillors	0 Councillor	CARRIED

Councillor Rodger stated his question was answered during this report and he no longer required his requested agenda item 7.10 Transit Ridership Reporting.

Angle Parking on Pyramid Road	Councillor Rodger shared concerns about potential of further angle parking being implemented along Pyramid Road.
#471/26	MOTION by Councillor Rodger that it not be done until it comes back to Council for approval.

FOR	AGAINST	
6 Councillors	0 Councillor	CARRIED

Motion Action List	Administration reviewed the Motion Action List. Due to an internet outage; and the attendance of three Councillors via Zoom, quorum was lost at 1:52pm. The three Councillors present in Council Chambers waited for thirty minutes as per Bylaw #190 the Procedure Bylaw. The Chair called the meeting adjourned at 2:22pm.

AGENDA ITEM 7.1

REQUEST FOR DECISION

Subject: Biosolids Management Plan

From: Bill Given, Chief Administrative Officer

Prepared by: Courtney Donaldson, Director of Operations & Utilities

Date: November 10, 2026

Recommendation:

- That Committee receive the Biosolids Management Study presentation for information; and
- That Committee direct administration to develop Implementation Plans for three top rated biosolids management options and return to a future meeting.

Alternatives:

- That Committee recommend that Council endorse development of an Implementation Plan for only one of the three options.
- That Committee recommend that Council receive the study for information and take no further action.

Background:

- In 2025, as part of the 2026 Budget, Council approved $110,000 in capital funding for a Biosolids Management Study.

Discussion:

The Biosolids Management Study evaluated long-term options for managing biosolids generated at the Jasper Wastewater Treatment Plant. Following an assessment of Jasper's specific operating context, 11 options were identified across three management pathways: Landfill Disposal, Alternative Technologies and Beneficial Land Application. Each option was evaluated against six equally weighted criteria: advantages, challenges, feasibility, environmental impact, cost and climate resilience.

The study identified a leading option within each pathway: **Burial** (6.3/10), Modular Low-Temperature Heat-**Pump Drying** (6.3/10) and **Reclamation & Mine Sites** (5.8/10).

Administration recommends advancing these three options to the Implementation Planning stage to further assess their feasibility, costs, regulatory requirements and other project considerations before recommending a preferred long-term approach.

The study identified a leading option within each of the three management pathways. Advancing all three options to Implementation Plans will allow Administration to assess feasibility, costs, regulatory requirements and project considerations before bringing forward a preferred long-term biosolids management approach.

The preliminary 15-year total cycle cost estimates are:

- **Landfill – Burial:** approximately **$7.9 million**, or $659 per tonne per year. Capital costs are estimated at $2.3 million.

- **Alternative Technologies – Modular Low-Temperature Heat-Pump Drying:** approximately **$9.6–$11.9 million**, or $800–$990 per tonne per year. Capital costs are estimated at $3.3–$4.3 million.

- **Beneficial Land Application – Reclamation & Mine Sites:** approximately **$11.9 million**, or $950 per tonne per year. Capital costs are estimated at $2.3 million.

These are preliminary planning estimates and are not supplier quotations or approved implementation budgets. The estimates are intended to support comparison of the options.

Developing Implementation Plans for all three options will provide Council with further information before selecting a preferred approach. Advancing only one option would limit the opportunity to compare the three pathways at a more detailed planning level. Receiving the study without further direction would not advance the options toward a future recommendation.

Endorsing the development of three Implementation Plans does not approve design, construction, implementation or the associated capital and operating expenditures. Future funding requirements and implementation decisions would be brought to Council for consideration.

Strategic Relevance:

- Provide and maintain the core services and infrastructure that enable the visitor economy.
- Include an environmental and long-term resilience lens in decision-making and operational plans.
- Invest in practices and processes which support high-quality decision-making.

Inclusion Considerations:

No specific equity or accessibility impacts have been identified at this stage.

Relevant Legislation:

- Canada National Parks Act
- Environmental Protection and Enhancement Act (Alberta)
- Jasper Bylaws #014 (Sewer and Drainage Bylaw) and #020 (Solid Waste Bylaw)
- Impact Assessment Act
- Public Lands Act
- Fertilizers Act & Regulation
- Wastewater and Storm Drainage (Ministerial) Regulation

Financial:

Preliminary estimates of total cycle costs over 15 years range from approximately $7.9 million to $11.9 million. The recommended motions do not commit Council to new implementation spending or approve design, construction or operational funding. The recommended actions are expected to remain within the study's pre-approved $110,000 budget.

Attachments:

- Biosolids Management Study – Council Presentation.
- Associated Engineering – Biosolids Management Study, Council Presentation Supporting Letter.

Associated Engineering

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MUNICIPALITY OF JASPER

Biosolids Management Study

Council Presentation

Thomas Ziegler, P.Eng., Project Manager

November 10, 2026

Agenda

- Introduction
- Project Objective and Background
- Biosolids Management Options
- Assessment Criteria
- Scoring Results
- Council Advisements:
  - Weighting of Assessment Criteria
  - Feedback from Council on the Options

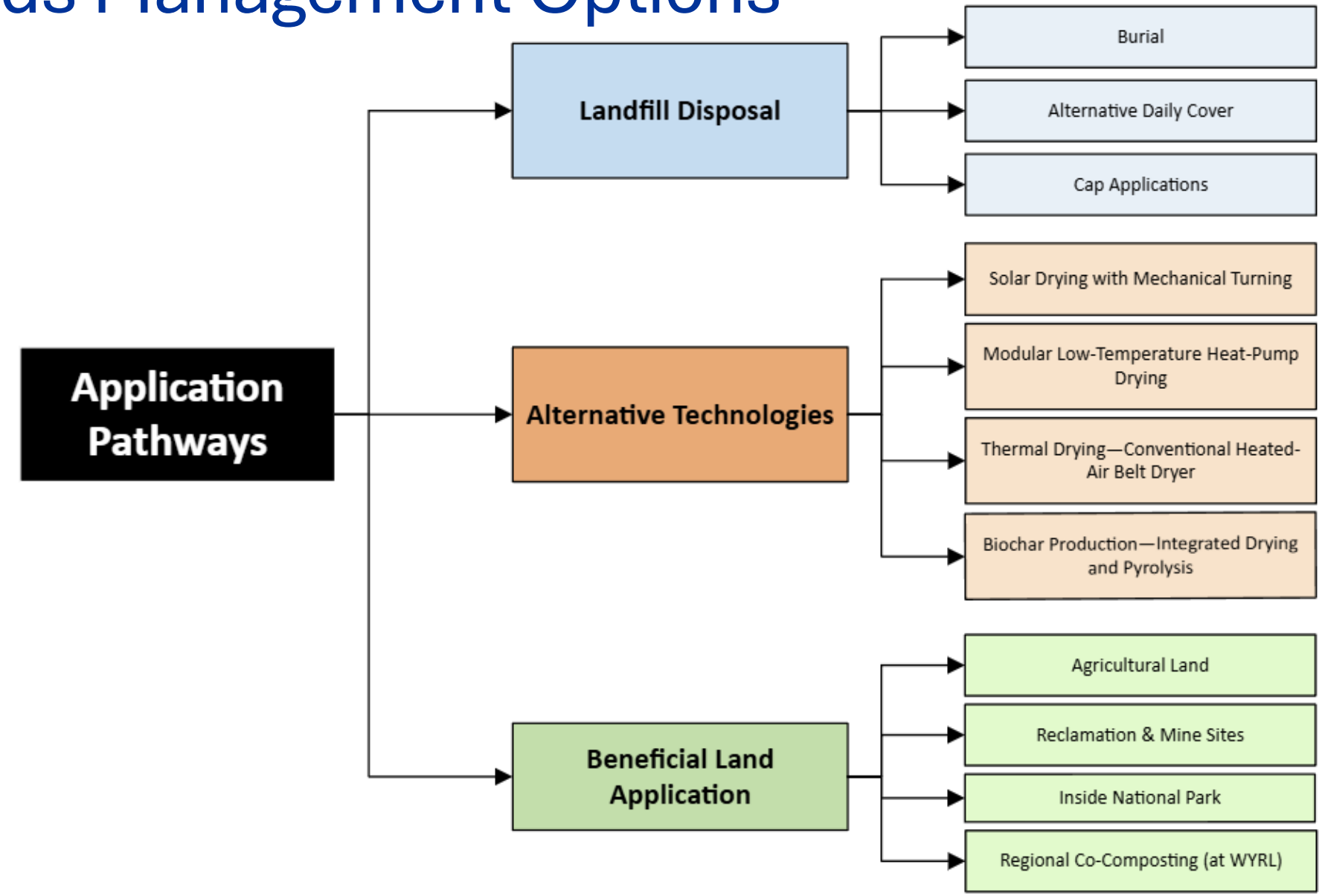
Project Objective & Background

- Evaluate long-term biosolids management for biosolids generated from the Jasper Wastewater Treatment Plant
- Assess opportunity to reduce biosolids volumes
- Align with the Municipality of Jasper (MoJ) Strategic Priorities (2026-2030)

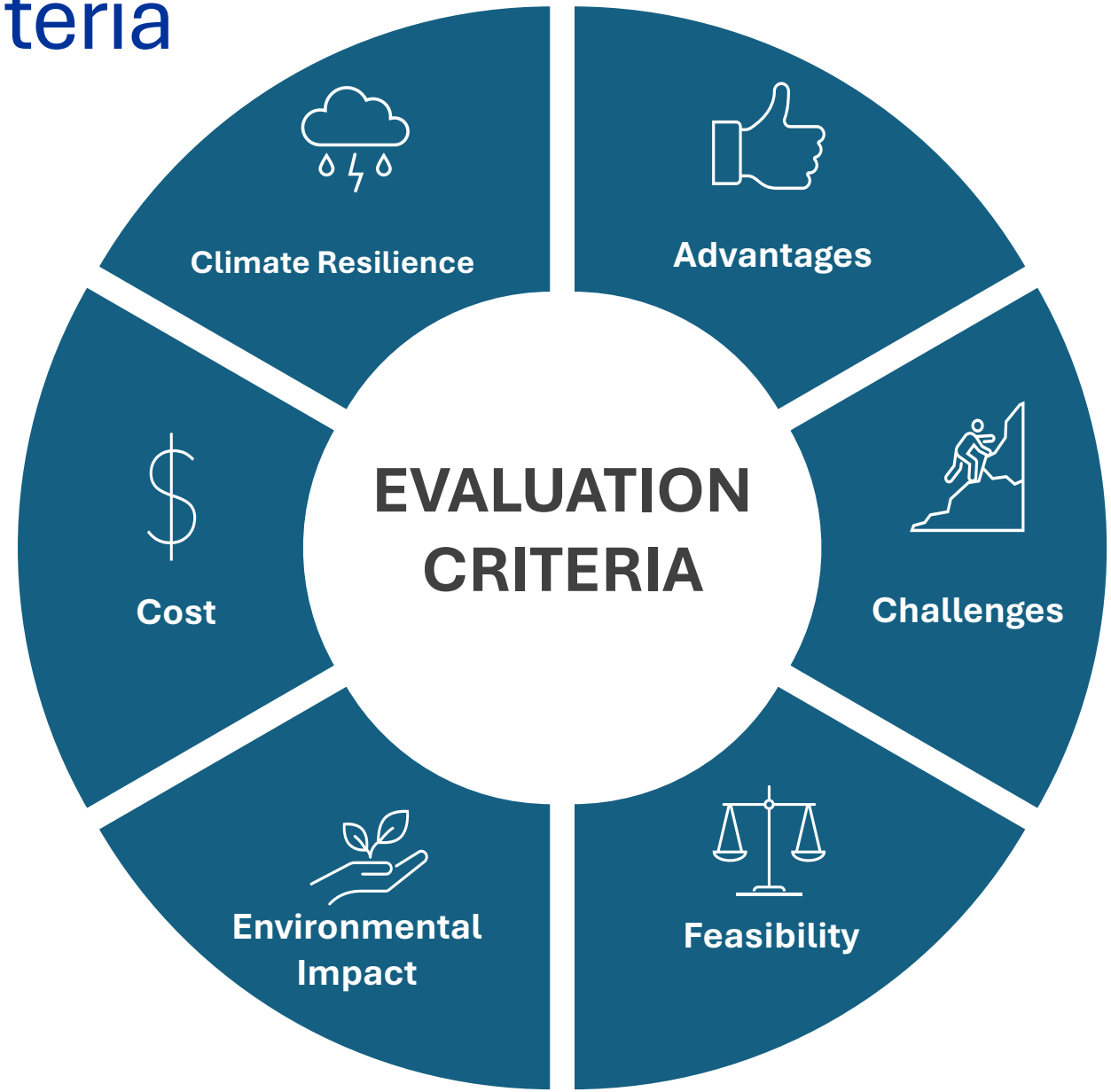
Scope

- Conducted environmental monitoring at current site
- Assessed regulatory framework and Jasper National Park context
- Reviewed climate resilience opportunities and considerations
- GIS mapping analysis
- Options assessment workshop with staff
- Pathways Analysis matrix to support decision-making and input:
    - Weighting of assessment criteria
    - Initial feedback on options for biosolids management

Biosolids Management Options

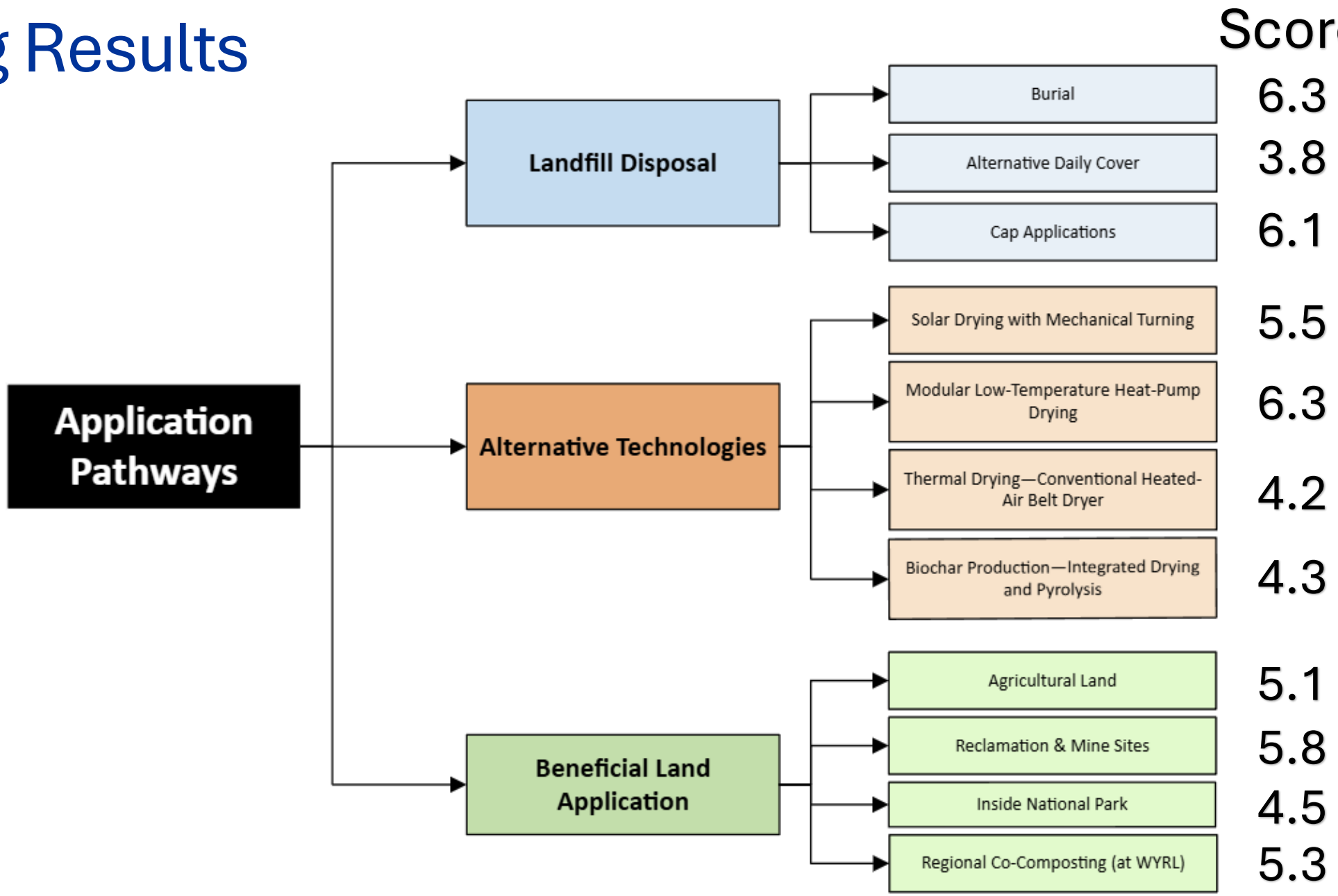


Evaluation Criteria



- Scored 0-10
- Equally weighted, subject to Council advisement

Scoring Results



Council Advisement: Weighting for Criteria

Should all 6 criteria have the same weighting?

- Advantages
- Challenges
- Feasibility
- Environmental Impact
- Cost
- Climate Resilience

Council Advisement: Top-Ranked Options

Biosolids Management Option	15-Year Combined Capital and Operational Opinion of Probable Cost	Total Score (0-10)
Landfill: Burial	$7.9M ($659/t/year)	6.3
Alternative Technologies: Modular Low-Temperature Heat-Pump Drying	$9.6–11.9M ($800–990/t/year)	6.3
Beneficial Land Application: Reclamation & Mine Sites	$11.4M ($950/t/year)	5.8

Note: Cost in Present Value



Questions?

Contact Thomas Ziegler, zieglert@ae.ca

Associated Engineering | GLOBAL PERSPECTIVE. LOCAL FOCUS.

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November 5, 2026
Reference/Project No.: 21005356.01

Courtney Donaldson, MBA CRSP PMP
Director of Operations and Utilities
Municipality of Jasper
303 Pyramid Lake Rd
Box 530
Jasper, AB T0E 1E0

Re: JASPER BIOSOLIDS MANAGEMENT STUDY
COUNCIL REFERENCE PACKAGE

Associated Engineering has prepared the enclosed reference package for delivery to Jasper Municipal Council, in support of the Biosolids Management Study. The presentation will be delivered on November 10, 2027, to the Council Committee.

1 PROJECT BACKGROUND & OBJECTIVES

The Biosolids Management Study was initiated to assess the various options for the Municipality of Jasper for the management and end-use of biosolids generated from the Wastewater Treatment Plant (WWTP). The current municipal program is to dispose of biosolids on an annual frequency, utilizing shared storage facilities with Parks Canada at the Waste Transfer Station. The existing Waste Transfer Station storage facility does not meet operational and regulatory requirements, notably lacking controls for leachate. Renewing that facility would require a new storage pad integrated with surface drainage controls to facilitate the collection and treatment of leachate.

Considering the scale of investment required to renew the current facility, the Municipality is assessing a range of biosolids management options with the objective of establishing a new long-term strategy. Jasper's context is unique, exhibiting regulatory and social challenges unique to Jasper National Park, and geographic challenges as a remote community. Associated Engineering has been retained to assist with the development of a long-term biosolids management strategy.

2 PROGRESS TO DATE

In close collaboration with Municipal Operations staff and partners from Parks Canada, West Yellowhead Regional Landfill and Aquatera, Associated Engineering leveraged a multi-disciplinary team of specialists and engineers in the fields of wastewater processing, environmental effects and regulatory compliance, beneficial use for biosolids, climate specialists and municipal engineers.

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To support a presentation to Council, the project has performed the following reviews:

- **Biosolids Data Review:** Completed a review of historical biosolids sampling data, including sampling performed in 2026 and volume and biosolids generation trends.
- **Regulatory Baseline Review:** Completed a review of applicable federal and provincial regulatory requirements relevant to biosolids management and established broad regulatory influences on various biosolids management options.
- **WWTP Processing & Yield Optimization**: Evaluated centrifuge performance, Solids Retention Time (SRT) targets, primary clarifier bed levels, and return activated sludge (RAS) rates. This assessment identified operating adjustments which could reduce the water content of biosolids from the WWTP, which could improve annual hauling and treatment costs (i.e. by reducing weight of the biosolids material).
- **Spatial Mapping & Logistical Evaluation:** Utilized a Geospatial Information System (GIS) spatial assessment and database analysis to establish potential receiving and beneficial use sites within a 1.5-hour (~150 km) transport radius.
- **Collaborative Options Assessment Workshop:** Facilitated a workshop to solicit input from operational and regional stakeholders. Feedback was documented and incorporated into the ongoing options assessment.

3 BIOSOLIDS MANAGEMENT OPTIONS AND ASSESSMENT

The findings of the study have been compiled into a comprehensive matrix, documenting the findings from the project team. The study has identified 11 biosolids management options. These options have been grouped into 3 main pathways, with sub-options. The enclosed Pathways Matrix includes a description of each biosolids management option, which are listed below:

1. **Landfill Disposal** – storage of biosolids for a designated period of time and the eventual hauling and disposal of the biosolids material through the following methods.
   i. Burial – conventional landfill disposal.
   ii. Alternative Daily Cover – using biosolids for daily cover of the landfill.
   iii. Cap Applications – reuse of biosolids to cap the landfill during landfill cell closure activities.
2. **Alternative Technologies** – application of emerging technology methods, with the objective of processing the biosolids into material which may be reused for downstream outlets and beneficial reuse.
   i. Solar Drying with Mechanical Turning – greenhouse drying.
   ii. Modular Low-Temperature Heat-Pump Drying – electrically driven drying.
   iii. Thermal Drying, Conventional Heated-Air Belt Dryer – use of heated air for drying.
   iv. Biochar Production, Integrated Drying and Pyrolysis – controlled thermal conversion to char.
3. **Beneficial Land Application**
   i. Agricultural Land – application of prepared biosolids to qualifying agricultural land uses.
   ii. Reclamation & Mine Sites – application of prepared biosolids to disturbed industrial and commercial land uses, such as mines, and forestry uses.

iii. Inside National Park – general beneficial land application of prepared biosolids inside the boundary of Jasper National Park.
iv. Regional Co-Composting– a coordinated biosolids composting facility at the West Yellowhead Regional Landfill (WYRL), supporting various surrounding municipalities. Compost material could be sold or designed for other beneficial reuses.

Each of these options have been assessed according to six criteria; Advantages, Challenges, Feasibility, Environmental Impact, Cost and Climate Resilience. The definitions for each assessment criteria and metrics used for assessing the scores are enclosed with the Council presentation materials, in the Pathways Analysis Matrix.

An Opinion of Probable Cost (OPC) was developed for each option, establishing initial capital costs and the total cost for a 15-year period. The OPC for each option is reflected in present value costs (2026) and includes a 15% allowance for engineering and a 40% for contingency reflective of a Class D cost estimate.

The total score for each option and 15-year OPC are summarized in **Table 3-1**. The scores are based on an equal weighting between each of the 6 assessment criteria.

Table 3-1 Pathways Analysis Summary: OPC and Total Score

Biosolids Management Option	15-Year Combined Capital and Operational OPC (Cost in Present Value)	Total Score (0-10)
Landfill Disposal Pathway		
Burial	$7.9M ($659/t/year)	6.2
Alternative Daily Cover	$8.3M ($692/t/year)	4.0
Cap Applications	$7.9M ($659/t/year)	6.1
Alternative Technologies		
Solar Drying with Mechanical Turning	$8.6–10.3M ($720–860/t/year)	5.5
Modular Low-Temperature Heat-Pump Drying	$9.6–11.9M ($800–990/t/year)	6.3
Thermal Drying, Conventional Heated-Air Belt Dryer	$10.8–14.3M ($900–1,190/t/year)	4.2
Biochar Production, Integrated Drying and Pyrolysis	$13.2–15.6M ($1,100–1,300/t/year)	4.3

Biosolids Management Option	15-Year Combined Capital and Operational OPC (Cost in Present Value)	Total Score (0-10)
Beneficial Land Application		
Agricultural Land	$18.8M ($1,567/t/year)	5.1
Reclamation & Mine Sites	$11.4M ($950/t/year)	5.8
Inside National Park	$17.6M ($1,467/t/year)	4.5
Regional Co-Composting (at WYRL)	Not determined. >$30M	5.3

Based on an equally weighted assessment, the highest scored option from each pathway are:

1. Landfill: Burial
2. Alternative Technologies: Modular Low-Temperature Heat-Pump Drying
3. Beneficial Land Application: Reclamation & Mine Sites

4 COUNCIL ADVISEMENT

The objective of the presentation to Council is to provide an update on the biosolids management study and solicit feedback. The Biosolids Management Study project is seeking feedback from Council on the following items:

- Advisement from Council on the weighting of assessment criteria, assigned to Advantages, Challenges, Feasibility, Environmental Impact, Cost and Climate Resilience; e.g. whether Council would direct assessment criteria to be weighted differently.
- Advisement from Council on the preferred rated biosolids management options; if there are any initial observations from Council which may inform the direction for the study.

Any further guidance or advisement from Council at this stage of the study will be incorporated into the ongoing study.

5 NEXT STEPS

Following engagement with Council, the Biosolids Management Study will prepare the Implementation Plan for the top ranked option(s). This phase of the study will include a project and regulatory roadmap and provide further advisement on the results of the assessment for the preferred option(s).

The final stage of the study will include a comprehensive report, which will document the findings from the study and deliver formal recommendation on the preferred biosolids management strategy.

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6 CLOSURE

This letter and options analysis summary has been prepared for the Municipality of Jasper to support the study of the biosolids management options.

Respectfully submitted,

Associated Engineering Alberta Ltd.

Yours truly,



Thomas Ziegler, P.Eng.
Project Manager

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BIOSOLIDS MANAGEMENT STUDY: PATHWAYS MATRIX

LANDFILL DISPOSAL		Advantages/Co-benefit	16.6	Challenges	16.6	Feasibility	16.6	Environmental Impact	16.6	Cost	16.6	Climate Resilience	16.6	Total Score
		Unique benefits and opportunities exist for each option. These may elevate a pathway for biosolids management.		Unique challenges exist for each option. These may lessen a pathway for biosolids management.		This assesses the technical and logistical feasibility of the option, reviewing the suitability specific to the scale of biosolids generated in Jasper and the location of the Municipality. This is based on 800 wet tonne per year.		Criteria assessing regulatory compliance, mitigation requirements, and relevance of the Municipality of Jasper residing within the National Park context.		Utilizing pre-existing rates and programs utilized at Jasper, or references based on research and industry comparison. This assesses Capital cost and Operational cost. Values are in 2026 dollars and identify a cost per tonne, assuming 800 wet tonnes per year.		Climate & Emergency Preparedness is one of the six areas of focus in the MoJ's 2026 2030 Strategic Priorities. It includes emergency management & preparedness, climate adaptation, environmental stewardship and climate leadership.		
Options	Option Description		Score		Score		Score		Score		Score		Score	(out of 10)
Burial	Direct disposal and burial of dewatered cake in active landfill cells at the West Yellowhead Regional Landfill (WYRL, near Hinton, ~82 km one way). Current practice. WYRL manages biosolids as special waste (scheduled receipt, dispose and cover) or mixes them with MSW and covers. To be formalised under a written long-term agreement with Yellowhead County. This option also includes the decommissioning of the old storage pad and construction of a replacement biosolids handling facility over the same footprint; this is common to all three Landfill Disposal Options (as indicated). This would require renewal of the existing transfer station to provide a new storage pad sized for 1 year of biosolids, for a single pile and includes leachate collection. A 1-year operational cycle is proposed for this scenario. Plan to blend with wood mulch/carbon to improve handling, reduce odour and ammonium-N availability, and reduce nitrogen leaching potential	• Current practice and the WYRL operator's standard approach: special-waste receipt, dispose and cover, or mixed with MSW, where the moisture aids compaction • No new processing infrastructure and no Parks Canada authorisation for disposal (material leaves the park) • Lowest documented cost: $86.05/t all-in in 2025; WYRL biosolids tipping rate unchanged at $25/t in 2026 • Not sensitive to the salinity, potential pathogen, selenium or other issues that gate beneficial use; 2026 composite acceptable on every Class II parameter analysed • MoJ is a member municipality of the regional authority that oversees WYRL • Year-round haul feasible; only buffer storage needed at source	**6**	• Not considered a beneficial use under the CCME Canada-wide Approach; nutrients and organic matter are lost • Single third-party outlet on a single highway corridor; WYRL remaining capacity, closure schedule and long-term acceptance terms/fees not known • WYRL Approval has no biosolids-specific provisions and defers to the Operations Plan, which does not address biosolids; receipt times, volumes and analysis requirements should be formalised in the agreement/Operations Plan • Does not advance MoJ's Environmental Stewardship or Climate Leadership priorities • Recurring exposure to haul and tipping rate escalation • Additional costs associated with new biosolids handling facility (i.e. cost, timeline effects, biosolids storage capacity during construction, ongoing pump-out and haul of pond runoff to the WWTP)	**6**	• Current practice and the operator's standard approach for biosolids (special receipt, dispose and cover) • WYRL already receives biosolids from Hinton, Grande Cache and Jasper • ~66 loads/yr at the 2025 average of 12.1 t/load; deliveries to suit WYRL's special-waste receipt times • Needs: written long-term agreement with Yellowhead County; completed Class II characterisation; upgraded storage at source • The existing location for waste handling at the Jasper Waste Transfer Station may not continue to be available for use, which could result in greater risk to establish a new facility.	**7**	• Environmental management falls within the controls and approvals established for the landfill by the Province. • Contaminants can leave landfills via leachate (i.e. leaks) and incompletely destroyed landfill gas (i.e. PFAS volatilization, GHG emissions) • Transport ~10,800 truck-km/yr (round trip, 82 km one way) • Beneficially, no placement of biosolids on soil, water or wildlife habitat inside the park • Landfilling only defers environmental management to a later date (i.e. when landfill reaches end of design life)	**5**	Capital Cost: • New biosolids handling facility at the waste transfer station, rebuilt on the existing ~5000 m² footprint to a snow-storage-site standard (200 mm RCC pad on granular base with sub-drainage, perimeter curb, lined runoff/leachate pond with pump-out to the WWTP): ~$2.3 million. Operational Cost: • Hauling and tipping: ~$69,000/yr at 800 wet t/yr (haul $61.05/t ≈ $48,800 + tipping $25/t ≈ $20,000) • Waste acceptance testing (complete Class II suite): cost approx. $300/sample •Stockpile management: ~$5k/year, assuming two front-end loaders (65 m³/hr combined), ~$200/hr per loader, to move ~750 m³ of material on and off site. •Leachate Pumping: ~$194k/year, assuming a 10 m³ tridem hydrovac capacity, $2,000/day, three trips/day, and ~290 trips (2,900 m³ total of pond contents) between April and September. 15 year total cycle costs: ~$7.9M, ~$659/tonne/year.	**8**	• Hauling 165 km for each return trip will increase GHG emissions. • Highway 16 corridor is exposed to Jasper's top hazards (wildfire, wildfire smoke, freezing rain); on-site storage is the main mitigation. Safety considerations for drivers. • Choosing only one disposal location means low redundancy e.g. if WYRL access, capacity or terms change; on-site storage is the main mitigation. • Landfilling organics contributes to methane production, an ongoing GHG source; no offset benefit.	**6**	**6.3**
Alternative Daily Cover	Blending biosolids with soil/aggregates to cover exposed waste at the end of operating days. Includes the decommissioning of the old storage pad and construction of a replacement biosolids handling facility over the same footprint. NOT SUPPORTED by the WYRL Solid Waste & Landfill Manager (29 Sep 2026). Retained for completeness. This would require renewal of the existing transfer station to provide a new storage pad sized for 1 year of biosolids, for a single pile and includes leachate collection. A 1-year operational cycle is proposed for this scenario. Plan to blend with wood mulch/carbon to improve handling, reduce odour and ammonium-N availability, and reduce nitrogen leaching potential	• Same haul, outlet and documented cost basis as burial • Could in principle preserve airspace and cover soil, the two purposes of ADC in the WYRL Operations Plan (s.11.8.2); the operator sees little benefit unless the site is deficient in soil or other cover options • Not sensitive to the material quality issues that may affect land application	**4**	• Not supported by the WYRL operator: stated limited benefit for landfill unless the site is deficient in soil or other cover • Safety: biosolids form a very slippery surface; at other landfills equipment has slid down biosolids-covered side slopes in wet conditions, and use has been limited to flat surfaces • Biosolids tracked onto operator and public vehicles • Exposed biosolids are an odour and vector source until buried, which works against the purpose of cover • Runoff from above-grade cells must be held within the landfills ditching, which may affect groundwater and surface water monitoring • WYRL Approval defers to the Operations Plan; the Plan's ADC types (geosynthetic blankets, metal plates, shredded green waste, foams/films, snow, contaminated soil) exclude biosolids, and ADC type and use are set by the Administrative Manager under an ADC policy • Not a beneficial use: CCME accepts ADC only "when no other options exist" • Additional costs associated with new biosolids handling facility (i.e. cost, timeline effects, biosolids storage capacity during construction, ongoing pump-out and haul of pond runoff to the WWTP)	**2**	• The landfill operator does not support it; would need an Operations Plan amendment and a change to WYRL's Alternative Daily Cover policy • If ever used, limited to flat surfaces in dry conditions (operator comment) • Operator's preferred routes for biosolids are disposal, composting, and use as a topsoil amendment for final capping	**2**	• Runoff from above-grade cells to ditching could affect groundwater and surface water monitoring • Minor resource benefit from displacing cover soil • Odour and vector attraction at the working face need to be managed • Transport impacts same as burial (~10,800 truck-km/yr)	**4**	Capital Cost: • Same new biosolids handling facility as Burial (common to all landfill options): ~$2.3 million. • No ADC-specific infrastructure needed at source Operational Cost: • Hauling and tipping: similar to burial (~$69,000/yr at 800 wet t/yr); no ADC rate or credit expected given the operator's position •Application cost: For reference, WYRL listed ADC soils at $25/t in 2023, the same as the biosolids rate •Stockpile management: ~$5k/year, assuming two front-end loaders (65 m³/hr combined), ~$200/hr per loader, to move ~750 m³ of material on and off site.. •Leachate Pumping: ~$194k/year, assuming a 10 m³ tridem hydrovac capacity, $2,000/day, three trips/day, and ~290 trips (2,900 m³ total of pond contents) between April and September. 15 year total cycle costs: ~$8.3M, ~$692/tonne/year.	**7**	• Hauling increases GHG, and Highway 16 hazard exposure is the same as the burial option. • Higher risk at the working face for ADC (e.g., placing wet material in freezing rain or extreme cold). • Wet conditions, intense rain and freezing rain heighten the slip hazard on biosolids-covered slopes and the runoff risk. • Not a beneficial use; nutrients and organic carbon largely lost. • Single outlet: low redundancy, same as burial option.	**4**	**3.8**
Cap Applications	Blending dewatered biosolids into topsoil layers for vegetative cover during landfill cell closure. Manufactured soil (e.g. sludge/subsoil blend) for the final cover of completed WYRL cells is a CCME-recognised beneficial use. Includes the decommissioning of the old storage pad and construction of a replacement biosolids handling facility over the same footprint. This would require renewal of the existing transfer station to provide a new storage pad sized for 1 year of biosolids, for a single pile and includes leachate collection. A 1-year operational cycle is proposed for this scenario. Plan to blend with wood mulch/carbon to improve handling, reduce odour and ammonium-N availability, and reduce nitrogen leaching potential.	• Endorsed by the WYRL operator: "use as a topsoil amendment for final capping" is one of his preferred biosolids routes • Recognised beneficial use: CCME states biosolids used in landfill final cover may act as a biofilter and reduce GHG emissions • likely low emissions • Meets a real landfill need: Alberta Standards require 0.20 m of topsoil in the final cover • Same haul and outlet as burial • Blending reduces potential impacts within an engineered facility; can use composted product from Regional Co-Composting	**7**	• Demand likely intermittent and tied to WYRL's cell-closure schedule (which is not frequent and the landfill potentially has other sources for soil fabrication) • Needs a blending area, stockpiling and QC • Needs Yellowhead County agreement and, for a non-standard cover system, Director authorisation likely required • Interim storage or a fallback outlet (i.e. burial) needed between suitable landfill closures • Additional costs associated with new biosolids handling facility (i.e. cost, timeline effects, biosolids storage capacity during construction, ongoing pump-out and haul of pond runoff to the WWTP)	**5**	• Technically feasible, supported by the landfill operator, and the most defensible landfill-based use in policy terms • Hinges on WYRL closure schedule, approval conditions and County agreement • Pairs naturally with burial as the fallback outlet and with Regional Co-Composting as a product source • The existing location for waste handling at the Jasper Waste Transfer Station may not continue to be available for use, which could result in greater risk to establish a new facility.	**5**	• Alberta Tier 1 applies directly to material placed on land unmixed, a liability taken on by WYRL • Placement within an engineered, monitored landfill limits human and ecological exposure pathways • Transport drawbacks same as burial (~10,800 truck-km/yr)	**6**	Capital Cost: • Same new biosolids handling facility as Burial (common to all landfill options): ~$2.2 million. •Blending/stockpile area: A WYRL blending area, if required, is not included; cost sharing with Yellowhead County would be negotiated. Operational Cost: • Operating: similar to burial (~$69,000/yr at 800 wet t/yr) plus blending, testing and QC. Possible tipping or credit terms for cover material to be negotiated •Stockpile management: ~$5k/year, assuming two front-end loaders (65 m³/hr combined), ~$200/hr per loader, to move ~750 m³ of material on and off site.. •Leachate Pumping: ~$194k/year, assuming a 10 m³ tridem hydrovac capacity, $2,000/day, three trips/day, and ~290 trips (2,900 m³ total of pond contents) between April and September. 15 year total cycle costs: ~$7.9M, ~$659/tonne/year.	**7**	• Same hauling emissions and Highway 16 exposure as the burial option. • Beneficial reuse of organic matter and nutrients to establish vegetation on closed cells. • Increases soil function and carbon sequestration potential. • Diverts organics from burial, reducing landfill methane production from the material. • Biosolids-amended cover will support vegetation establishment and erosion resistance on closed cells under intense rain or extreme heat.	**7**	**6.1**

BIOSOLIDS MANAGEMENT STUDY: PATHWAYS MATRIX

ALTERNATIVE TECHNOLOGIES		Advantages/Co-benefit 16.6		Challenges 16.6		Feasibility 16.6		Environmental Impact 16.6		Cost 16.6		Climate Resilience 16.6		Total Score
		Unique benefits and opportunities exist for each option. These may elevate a pathway for biosolids management.		Unique challenges exist for each option. These may lessen a pathway for biosolids management.		This assesses the technical and logistical feasibility of the option, reviewing the suitability specific to the scale of biosolids generated in Jasper and the location of the Municipality. This is based on 800 wet tonne per year.		Criteria assessing regulatory compliance, mitigation requirements, and relevance of the Municipality of Jasper residing within the National Park context.		Utilizing pre-existing rates and programs utilized at Jasper, or references based on research and industry comparison. This assesses Capital cost and Operational cost. Values are in 2026 dollars and identify a cost per tonne, assuming 800 wet tonnes per year.		Climate & Emergency Preparedness is one of the six areas of focus in the MoJ's 2026-2030 Strategic Priorities. It includes emergency management & preparedness, climate adaptation, environmental stewardship and climate leadership.		(out of 10)
Options	Option Description		Score		Score		Score		Score		Score		Score	
Solar Drying with Mechanical Turning	• Greenhouse drying of centrifuge cake using solar heat, controlled ventilation, and automated mechanical turning. • Supplemental heat can improve winter performance but increases energy demand. • Final TS% depends on climate, residence time, and operating conditions. Drying is an intermediate treatment step; an accepted downstream outlet remains necessary.	• Uses solar energy for moisture removal, reducing reliance on purchased heat. • Reduces hauled water mass while retaining the recently upgraded centrifuge. • Automated turning supports mixing and material movement. • Demonstrated at comparable throughput: HUBER reports approximately 730 wet t/year at Kodersdorf, Germany. • Literature identifies incoming cake TS% as an important determinant of drying cost and required area, supporting continued upstream dewatering optimization	7	• Requires a greenhouse, drying floor, ventilation, turning equipment, and sufficient site area. • Winter drying may be substantially reduced or interrupted; storage, seasonal operation, or supplemental heating may be necessary. • Odour, handling, siting approvals, and product acceptance require assessment. • High-solids product requires assessment of dust, self-heating, and storage fire hazards. • Pathogen reduction must be demonstrated rather than assumed from final TS%.	4	• A supplier reference at Kodersdorf reports approximately 730 wet t/year at 20–23% TS, using a 660 m² drying area and reporting average output above 80% TS. This demonstrates comparable annual throughput, not equivalent climatic performance or footprint in Jasper. • Jasper's system would need to process 800 wet t/year within the effective drying season, with sufficient capacity and storage to accommodate winter accumulation. • For screening, assume an 80% TS product target; achievement under Jasper conditions remains unverified. • The score reflects comparable-scale evidence but unresolved seasonal capacity, site availability, storage/heating requirements, and approvals.	5	• At the assumed 80% TS product target, lower hauled wet mass would reduce the quantity requiring transport; actual trip reductions depend on payload and hauling arrangements. • Odour, drainage, dust, and material handling require appropriate controls. • Drying alone does not establish contaminant removal or beneficial-use eligibility. • No resource-recovery benefit is credited unless product quality and an accepted beneficial-use outlet are demonstrated.	6	Capital Cost: $3.3–4.0M, including $2.3M for storage/site infrastructure and $0.75–1.5M for the greenhouse, turning/ventilation equipment, handling, and integration. Includes engineering and capital contingency. Operational Cost: Approximately $250,000–300,000/year before contingency, comprising processing and final outlet costs of $45,000–85,000, stockpile handling of $10,000, and runoff pumping of $200,000. Assumes seasonal drying with winter storage and limited supplemental heating. Runoff costs conservatively retain the existing outdoor-storage assumption. Includes 40% OPEX contingency. Constant 2026 CAD, excluding GST, discounting, major replacements, and product revenue. All figures are rounded preliminary planning allowances, not supplier quotations. 15 year total cycle costs: Approximately $8.6–10.3M, or $720–860/tonne/year.	7	• Solar heat may reduce purchased-energy emissions relative to fuel-fired drying; the net GHG outcome depends on electricity use, supplemental heating, and avoided transport/disposal. • Normal winter conditions are accounted for through seasonal capacity and storage/heating requirements in the feasibility and financial assessments, rather than treated as an additional climate penalty. • Residual climate risks include extreme snow/wind, wildfire and smoke, and utility interruptions; their significance depends on the selected design and fallback arrangements. • No quantified GHG benefit or demonstrated resilience advantage is claimed; the score remains provisional pending definition of the operating concept.	4	**5.5**
Modular Low - Temperature Heat-Pump Drying	• Enclosed, electrically driven drying of centrifuge cake using a heat pump to recirculate, dehumidify, and reheat process air. • Modular equipment is available for feed at approximately 20–30% TS and output at 70–90% TS, depending on sludge characteristics and operating conditions. • Retains the existing centrifuge; an accepted downstream outlet remains necessary.	• Reduces hauled water mass without requiring an external fuel-fired heat source or available waste heat. • Closed-loop air circulation recovers heat within the drying process. • Modular construction offers potential for compact installation and staged capacity selection. • Published equipment capacities bracket Jasper's approximately 800 wet tonnes/year.	7	• Requires electrical capacity, feed/discharge systems, condensate removal, and a suitable cooling arrangement. • Adds refrigeration, belt, fan, and control-system maintenance. • Winter installation, staffing, product acceptance, and dry-material safety require assessment. • Low-temperature drying does not automatically establish pathogen compliance or beneficial-use eligibility.	5	• Jasper's illustrative evaporation requirement is approximately 66–71 kg water/hour averaged over the full calendar year, based on 800 wet tonnes/year, 20–25% incoming TS, and a 90% TS product target. • A sustained 100 kg water/hour system would require approximately 5,780–6,220 productive hours/year: 66–71% of 8,760 calendar hours, equivalent to 241–259 operating days at 24 hours/day. These need not be consecutive days. • At an assumed 80% productive operating time—7,008 hours/year—the required evaporation capacity is approximately 82–89 kg water/hour. A nominal 100 kg/hour system is therefore a credible screening candidate, not a confirmed selection. • Supplier ratings depend on feed characteristics and target TS%. Comparable Jasper winter operation, site utilities, and approval requirements remain unverified.	6	• Reduced hauled mass can decrease transport activity. • Condensate requires characterization and appropriate management. • Odour, dust, cooling requirements, and dry-product handling require assessment. • Drying does not eliminate inorganic contaminants or establish an approved product outlet.	6	Capital Cost: $3.3–4.3M, including $2.3M for storage/site infrastructure and $1.0–2.0M for the heat-pump dryer, handling, and integration. Includes engineering and capital contingency. Operational Cost: $300,000–360,000/year before contingency: electricity $40,000–60,000; labour $20,000–30,000; maintenance $20,000–40,000; final outlet $10,000–20,000; stockpile handling $10,000; runoff pumping $200,000. Assumes drying from 20% to approximately 85% solids, with winter storage. Runoff costs conservatively retain the existing outdoor-storage assumption. 15 year total cycle costs: $9.6–11.9M, or $800–990/tonne/year. Includes 40% OPEX contingency. Constant 2026 CAD, excluding GST, discounting, major replacements, and product revenue. All figures are preliminary planning allowances, not supplier quotations.	7	• Closed-loop, enclosed drying is less directly dependent on solar radiation and outdoor evaporation conditions than greenhouse drying. • Avoids direct fuel combustion in the dryer; net GHG performance remains dependent on electricity supply, consumption, and avoided transport/disposal. • Reliable winter operation assumes suitable enclosure insulation/heating and freeze protection for cooling and condensate services; Jasper-specific performance is unverified. • Utility outages and wildfire/smoke-related access or service disruptions remain relevant; buffer storage and the existing disposal outlet provide fallback. • Carbon-credit eligibility and durable-carbon yield registered, though not trialed at Municipal scale.	7	**6.3**
Thermal Drying - Conventional Heated-Air Belt Dryer	• Heated-air belt drying of centrifuge cake to a high-solids product, potentially above 90% TS. • The Jasper assessment assumes purchased heat because no suitable recovered-heat source has been identified. • Product is not necessarily pelletized or automatically approved for beneficial use; an accepted downstream outlet remains necessary.	• Substantially reduces hauled water mass while retaining the recently upgraded centrifuge. • Waste-heat integration is technically possible but is not credited in the Jasper base case because no suitable source has been identified. • Produces a high-solids material that may support additional downstream uses, subject to verified product quality and receiver acceptance. • Can provide pathogen reduction under validated time-temperature conditions; compliance must be demonstrated.	6	• Requires reliable heat and electricity, material handling, exhaust treatment, and condensate management where applicable. • Dry-product handling requires dust, fire, and explosion-risk controls, including appropriate cooling and storage. • Adds maintenance, staffing, and operating responsibilities. • Product acceptance, minimum loading, and sustainable intermittent operation remain unconfirmed.	4	• Commercially established technology, but the reviewed conventional belt-dryer range is poorly matched to Jasper's small annual duty. • Jasper's illustrative evaporation requirement is approximately 66–71 kg water/hour averaged over 8,760 calendar hours/year, assuming 800 wet tonnes/year, 20–25% incoming TS, and a 90% TS product. • The reviewed ANDRITZ range starts at approximately 600 kg water/hour; at that rate, Jasper would require approximately 960–1,040 productive hours/year—11–12% of calendar hours, equivalent to 40–43 continuous operating days. • Low utilization implies intermittent campaigns, cake storage, and additional start-up/shutdown considerations. Minimum sustainable loading and campaign operation have not been verified. • Retained for long-list completeness; not currently demonstrated as a practical standalone fit.	3	• Lower hauled mass can reduce transport activity. • Requires control of exhaust emissions, odour, dust, and liquid residuals. • Drying does not remove inorganic contaminants or establish an approved beneficial-use product. • Confirm an accepted product outlet and retain fallback disposal; assess GHG effects separately in the climate criterion.	4	Capital Cost: $4.3–6.3M, including $2.3M for storage/site infrastructure and $2.0–4.0M for the belt dryer, heating, odour control, handling, and integration. Includes engineering and capital contingency. Operational Cost: $310,000–380,000/year before contingency: fuel $30,000–50,000; electricity $10,000–15,000; labour $30,000–40,000; maintenance $30,000–45,000; final outlet $10,000–20,000; stockpile handling $10,000; runoff pumping $200,000. Assumes drying from 20% to approximately 85% solids, purchased heating fuel, and winter storage. Runoff costs retain the existing outdoor-storage assumption. Includes 40% OPEX contingency. Constant 2026 CAD, excluding GST, discounting, major replacements, and product revenue. All figures are preliminary planning allowances, not supplier quotations. 15 year total cycle costs: $10.8–14.3M, or $900–1,190/tonne/year.	5	• The standalone case assumes purchased heat; no recovered-heat emissions benefit is credited. • Illustrative annual dryer demand is approximately 462–529 MWh of thermal energy and 23–25 MWh of electricity, based on published drying benchmarks and the stated water-removal duty; these are not equipment guarantees. • Purchased fuel requirements may be higher where heat-generation and distribution losses are not included. • Enclosed operation reduces direct weather dependence, but heat/power interruptions require storage and fallback disposal. • Net GHG performance has not been quantified for Jasper.	3	**4.2**
Biochar Production - Integrated Drying and Pyrolysis	• Integrated pre-drying and oxygen-limited thermal conversion of biosolids to char, with process-gas treatment, heat recovery, and char cooling/storage. • Drying requirements and operating temperatures depend on the selected system; the economic study reviewed assumes approximately 80% TS feed to pyrolysis. • Potential product uses depend on composition, regulatory acceptance, and a confirmed receiver. The assessment includes the complete treatment train, not the reactor alone.	• Potential recovery of stable carbon and phosphorus in char. • Reduces residual mass and potential hauling requirements. • Recovered process heat may offset part of the drying demand; energy self-sufficiency should not be assumed. • High-temperature pyrolysis provides strong pathogen destruction when the required treatment conditions are achieved throughout the feed. • Treatment of microplastics and persistent organic contaminants is process-specific; performance must be evaluated for the selected reactor and gas-treatment system.	7	• Requires drying, process-gas treatment, specialist maintenance, and safe char cooling/handling. • Product quality, emissions, approvals, and end markets remain unconfirmed. • Metals are not destroyed and may concentrate in char or transfer to other process streams. • PFAS absence in char does not establish complete destruction; gases and condensates also require evaluation. • More complex than the existing direct-haul pathway, with additional staffing and outage-management requirements.	3	• Standalone technical and economic fit is unconfirmed at Jasper's throughput. • At 800 wet tonnes/year and an assumed cake concentration of 20–25% TS, the incoming feed contains approximately 160–200 dry metric tonnes/year. This is the dry-solids feed to treatment, not the mass of char produced. • Published modelling covers 1,000–20,000 wet t/year and identifies potential economic difficulties below approximately 4,000 wet t/year under its assumptions. Jasper is below the evaluated range. • Small systems have been developed, but comparable commercial references, winter design requirements, siting/approval confirmation, and a supplier proposal are needed. • Regional processing warrants investigation; availability and acceptance terms are unconfirmed.	2	• Potential resource recovery and diversion from landfill burial, provided an acceptable char outlet is secured. • Stack emissions, condensate, dust, and process residues require appropriate management. • Metals, salinity, leachability, and other product-quality parameters may restrict beneficial use. • Laboratory evidence demonstrates substantial contaminant removal from solids, but performance must be verified for the selected commercial residence time and treatment train.	5	Capital Cost: $6.3–7.0M, including $2.3M for storage/site infrastructure and $4.0–4.7M for the G100 integrated drying/pyrolysis facility. Includes engineering and capital contingency. Assumes the quoted package includes drying and heat recovery; otherwise, total CAPEX increases to $7.5–9.4M. Operational Cost: $330,000–410,000/year before contingency: energy $20,000–40,000; labour $40,000–60,000; maintenance $40,000–70,000; testing/char disposal $20,000–30,000; stockpile handling $10,000; runoff pumping $200,000. Assumes recovered-heat drying, campaign operation, and winter storage. Runoff costs retain the existing outdoor-storage assumption. No biochar revenue assumed. Includes 40% OPEX contingency. Constant 2026 CAD, excluding GST, discounting, major replacements, and product revenue. Figures are preliminary, subject to supplier scope and performance confirmation. 15 year total cycle costs: $13.2–15.6M, or $1,100–1,300 per incoming wet tonne, at 800 wet t/year. If drying equipment is excluded from the quote: $14.4–18.0M, or $1,200–1,500 per wet tonne.	5	• Potential stable-carbon retention and lower transport demand, offset by drying and processing emissions. • Recovered heat can reduce external energy demand, but net GHG benefit is unverified for Jasper. • Utility dependence, hot char, combustible gases, and stored-product fire risks require controls. • Confirm safe winter operation, wildfire/smoke exposure, shutdown procedures, buffer storage, and an accepted fallback outlet. • Carbon-credit eligibility and durable-carbon yield require separate verification.	4	**4.3**

BIOSOLIDS MANAGEMENT STUDY: PATHWAYS MATRIX

BENEFICIAL LAND APPLICATION		Advantages/Co-benefit	16.6	Challenges	16.6	Feasibility	16.6	Environmental Impact	16.6	Cost	16.6	Climate Resilience	16.6	Total Score
		Unique benefits and opportunities exist for each option. These may elevate a pathway for biosolids management.		Unique challenges exist for each option. These may lessen a pathway for biosolids management.		This assesses the technical and logistical feasibility of the option, reviewing the suitability specific to the scale of biosolids generated in Jasper and the location of the Municipality. This is based on 800 wet tonne per year.		Criteria assessing regulatory compliance, mitigation requirements, and relevance of the Municipality of Jasper residing within the National Park context.		Utilizing pre-existing rates and programs utilized at Jasper, or references based on research and industry comparison. This assesses Capital cost and Operational cost. Values are in 2026 dollars and identify a cost per tonne, assuming 800 wet tonnes per year.		Climate & Emergency Preparedness is one of the six areas of focus in the MoJ's 2026-2030 Strategic Priorities. It includes emergency management & preparedness, climate adaptation, environmental stewardship and climate leadership.		
Options	Option Description		Score		Score		Score		Score		Score		Score	(out of 10)
Agricultural Land	Surface application or incorporation on farm fields as fertilizer/conditioner, outside of the National Park. This would require renewal of the existing transfer station to provide a new storage pad sized for 3 years of biosolids, windrows for turning/handling and leachate collection. A 3-year operational cycle is proposed for this scenario. Plan to blend with wood mulch/carbon to improve handling, reduce odour and ammonium-N availability, and reduce nitrogen leaching potential.	• High fertilizer value (3.75% N, 1.80% P, 35% organic matter) • Large tracts of land available that are easy to access and use spreading machinery on & low dwelling density (potential for conflict) • Low initial Capital investment when applied by contractor	**7**	• High salinity (requires co-composting or other method to bring down salinity, prior to land application) • Pathogen verification & PAH re-testing required • Post-application grazing limits • Public odour complaints & social aversion • Finding equipment to haul and spread the biosolids • Finding landowners willing to receive the material • Uncertainty that landowner will follow land application plan including buffers to waterbodies • Field must be fallow or harvested but not on frozen ground, so limited timing window for application	**4**	• Finding landowners willing to receive biosolids is challenging. • Do not currently have equipment to spread. • Requires Land Application Plan (LAP) and provincial (EPEA) approval • Periodic multi-year batching (not annual operations)	**4**	• Trace copper and potentially other metals limits re-application frequency • Salinity and its impacts to agricultural production and environmental receptors	**5**	Capital Cost: •Pad with leachate control, turner or aeration system, feedstock and curing areas (~$7.0 million) operating in a 3 year cycle. •Purchase of equipment may be required or could overlap with current facilities. Operational Cost: • Hauling: Assuming hauling to target location NE of Edson once every 3 years 2.5 times the distance as to WYRL([$48,800/yr at $61.05/t] * 2.5 = $120,000/yr at $153.10/t) • Spreading: ~$8000/year, Assuming spreading cost equates to manure spreading costs, range from $6 to $12/t when contracted. • Land Application Plan: Report and approval process $40,000/yr • Stockpile Management: ~$84,000/yr. Assumes two front-end loaders (65 m³/hr each) moving ~2,243 m³ on and off site, with material rotated four times. • Leachate Pumping: ~$440,000/yr. Assumes two tridem hydrovac (10 m³ capacity) operating for six months, completing ~660 trips total to pump ~6600 m³ of leachate. Based on a $2,000/day truck rate and three trips per day. 15 year total cycle costs: ~$18.8M, ~$1,567/tonne/year.	**3**	• Building soil by adding nutrients, water holding and carbon sequestration capacity; supports creation of a carbon dioxide sink. • Diverts organics from burial, reducing landfill methane production from the material. • Transportation emissions are dependent on hauling distance and vehicle type/size.	**8**	**5.1**
Reclamation & Mine Sites	Application on disturbed industrial/commercial lands to rebuild topsoil and support revegetation. This would require renewal of the existing transfer station to provide a new storage pad sized for 1 year of biosolids, windrows for turning/handling and leachate collection. A 1-year operational cycle is proposed for this scenario. Plan to blend with wood mulch/carbon to improve handling, reduce odour and ammonium-N availability, and reduce nitrogen leaching potential.	• Supports the filling gap from topsoil shortages (mining) • Rebuilds degraded soils • Strong industrial/community alignment with less public scrutiny	**8**	• Requires specialized contractor spreading equipment • Requires buy in from receiver to adapt their site management permit/regulatory • Spreading on slopes requires safety mitigations and commitment from receiver to apply according to land application plan (depths, rates, methods)	**4**	• Periodic multi-year batching (not annual operations) • Industrial site would take time to source and get agreement to pursue regulatory approval.	**6**	• Trace elements/metals must meet receiving site quality criteria, and nutrients managed through application rates to limit potential movement into water /environmental receptors • Avoids human food-chain crop exposure • May management of dust and erosion on tailings	**5**	Capital Cost: •Pad with leachate control, turner or aeration system, feedstock and curing areas operating in a 1 year cycle (~$2.2 million). •Purchase of equipment may be required or could overlap with current facilities. Operational Cost: • Hauling: Assuming hauling is 4 times distance as to WYRL($48,800/yr at $61.05/t)*4=($195,200/yr at $244.20/t) •Spreading: Cost managed by receiver • Land Application Plan: Report and approval process $40,000/yr plus unknown cost for engagement with landowner/regulatory process •Stockpile management: ~$5k/year, assuming two front-end loaders (65 m³/hr combined), ~$200/hr per loader, to move ~750 m³ of material on and off site.. •Leachate Pumping: ~$194k/year, assuming a 10 m³ tridem hydrovac capacity, $2,000/day, three trips/day, and ~290 trips (2,900 m³ total of pond contents) between April and September. 15 year total cycle costs: ~$11.4M, ~$950/tonne/year.	**4**	• Building soil with biosolids adds water holding and carbon sequestration capacity; supports creation of a carbon dioxide sink. • Diverts organics from burial, reducing landfill methane production from the material. • Fills a soil deficit towards achieving reclamation targets. • Transportation emissions are dependent on hauling distance and vehicle type/size.	**8**	**5.8**
Inside National Park	Controlled land application within park boundaries for local forestry, roadside reclamation, or park soil enhancement. This would require renewal of the existing transfer station to provide a new storage pad sized for 3 years of biosolids, windrows for turning/handling and leachate collection. A 3-year operational cycle is proposed for this scenario. Plan to blend with wood mulch/carbon to improve handling, reduce odour and ammonium-N availability, and reduce nitrogen leaching potential.	• Short transport distance • Supports local park forestry/restoration goals • Build soil towards successful reclamation	**5**	• High public and tourist odour sensitivity • Strict Parks Canada oversight and uncertainties around review and approval process • Likely requires some level of social/public review • Limited land availability	**4**	• Localized nutrient enrichment High risk sensitivity in protected ecology • Winter Road access may be limited • Parks Canada has expressed aversion to use •	**4**	• CCME guidelines are more stringent than Alberta standards; emerging elements of concern will limit ability to spread higher volumes • High risk sensitivity in protected ecology	**4**	Capital Cost: •Pad with leachate control, turner or aeration system, feedstock and curing areas (~$7.0 million) operating in a 3 year cycle. •Purchase of equipment may be required or could overlap with current facilities. Operational Cost: •Hauling: Assuming hauling is 60% distance as to WYRL, ~ 40 km ($48,800/yr at $61.05/t)*0.6=($28,800/yr at $36.63/t) •Spreading: Assuming spreading cost equates to manure spreading costs, range from $6 to $12/t when contracted. • Land Application Plan: Approval process $55,000/yr through federal process. • Stockpile Management: ~$84,000/yr. Assumes two front-end loaders (65 m³/hr each) moving ~2,243 m³ on and off site, with material rotated four times. • Leachate Pumping: ~$440,000/yr. Assumes two tridem hydrovac (10 m³ capacity) operating for six months, completing ~660 trips total to pump ~6600 m³ of leachate. Based on a $2,000/day truck rate and three trips per day. 15 year total cycle costs: ~$17.6M at ~$1,467/tonne/year.	**2**	• Building soil with biosolids adds water holding and carbon sequestration capacity; supports creation of a carbon dioxide sink. • Diverts organics from burial, reducing landfill methane production from the material. • Transportation emissions are dependent on hauling distance and vehicle type/size.	**8**	**4.5**
Regional Co-Composting (at WYRL)	Co-composting of dewatered cake with a carbon amendment (i.e., wood chips or green waste) at or near WYRL, shared among the municipalities now sending biosolids there (Hinton, Grande Cache, Jasper), to a CCME compost standard. Recommended for feasibility study by the WYRL Solid Waste & Landfill Manager (29 Sep 2026). Product for WYRL final cover, agricultural land, reclamation or manufactured topsoil.	• Recommended by the WYRL operator, who lists composting among the preferred biosolids routes • Facility outside the national park: no Parks Canada facility permit or impact assessment for the processing step • Uses the existing ~82 km haul route and MoJ is a member of the regional authority • Regional feedstock (Hinton, Grande Cache, Jasper) could provide economies of scale and shared capital and operating cost • Addresses three significant material barriers: salinity by dilution, pathogens by time and temperature, odour and vector attraction by stabilisation • Could extend MoJ's existing composting practice (wood chips at ~1 part chips to 3 parts sludge) • Multiple end uses: WYRL final cover, agricultural land, mine reclamation (a better fit than raw cake), manufactured topsoil for post-wildfire redevelopment	**7**	• Regulatory route needs confirmation; WYRL Approval and Operations Plan does not cover biosolids, specifically • Cold climate: required curing may be prohibitively long; pad size and storage times may need to be increased • Odour, leachate control, pad space at WYRL and a sustained carbon amendment supply • Likely need an inter-municipal agreement (WYRWMA members; Yellowhead County as operator); Hinton and Grande Cache volumes and quality unknown • No current national-park biosolids composting precedent (at present) • Pad, compost and wood-chip stockpiles must be managed for fire risk	**3**	• Composting is proven at municipal scale (windrow, aerated static pile, etc.); configuration, siting and criteria at WYRL not yet defined • Next steps: confirm WYRWMA/Yellowhead County interest; obtain Hinton and Grande Cache biosolids volumes and quality; AEPA consultation; pilot co-composting at varied amendment ratios targeting CCME Class A Compost requirements and acceptable EC levels • A composting pad and curing area could provide buffer storage at WYRL; two or more end uses (cap, agriculture) adds redundancy	**6**	• Alberta requires CCME Guidelines for Compost Quality (2021); therefore, product must meet CCME Class A or Class B Compost criteria to be used with unrestricted (Class A) and restricted (Class B) use • Beneficial use: recovers nutrients and organic matter as a stabilised product • No additional transport beyond the current WYRL haul (~10,800 truck-km/yr) • Risks: odour, leachate, vectors at the pad; selenium may be carried into end-use soils • Managing feedstocks, both quality and ratios can be used to manage risk.	**5**	Capital Cost: • Pad with leachate control, turner or aeration system, feedstock and curing areas would be required at a centralized location to each of the participating municipalities. • Purchase of equipment may be required or could overlap with current facilities. • Pad with leachate control, turner or aeration system, feedstock and curing areas; cost-shared among participating municipalities. Value not determined due to unknown scale or program requirements. Likely $4M-$6M based on comparison to local pad configuration in other related options. Operational Cost: • Haul to WYRL same as landfilling (~$48,800/yr at $61.05/t); processing or tipping fee at a regional facility TBD (current biosolids tipping $25/t) • Environmental assessment process and site management plan (amendment to operating plan) $50,000 at start of program • Operating: labour, carbon amendment supply, testing and lab analysis costs to ensure CCME standard is met, placeholder of $10,000 annually. • Offsetting value: product for WYRL final cover in lieu of imported topsoil; potential sale as compost. Value not determined. 15 year total cycle costs: costs are not determined due to variability in program.	**2**	• Same hauling emissions and Highway 16 exposure as the burial option; storage at source likely still needed. • Building soil with biosolids adds water holding and carbon sequestration capacity; supports creation of a carbon dioxide sink. • Diverts organics from burial, reducing landfill methane production from the material. • Potential for beneficial use of finished product.	**9**	**5.3**

Scoring Criteria: Reference

Criterion	0–2: Very unfavourable	3–4: Unfavourable	5–6: Moderate	7–8: Favourable	9–10: Very favourable
Advantages / co-benefits	Little or no added value beyond managing the biosolids.	Limited additional benefit; mostly maintains existing practice.	Meaningful benefit in one or two areas, such as resource recovery, reduced hauling, or regional collaboration.	Several credible benefits aligned with municipal priorities; most are achievable.	Strong, demonstrated benefits across multiple priorities, with confirmed partners or product uses.
Challenges / manageability	Major unresolved barriers: approval, acceptance, safety, operating complexity, or community opposition.	Significant challenges requiring substantial mitigation or specialist support; important uncertainties remain.	Manageable challenges requiring additional agreements, training, testing, or controls.	Few challenges; mitigation is straightforward and within normal municipal capabilities.	Minimal additional challenges; established arrangements and routine operation.
Feasibility at ~800 wet t/year	Poor scale fit or no credible implementation route; essential infrastructure, approval, or outlet is unavailable.	Technically possible, but scale fit, utilities, approvals, or outlet remains substantially unconfirmed.	Comparable-scale evidence or a credible implementation route exists; site-specific conditions still require verification.	Good scale fit, suitable site/utilities, and a credible approval and outlet pathway; limited outstanding work.	Proven at comparable scale and conditions, with capacity, approvals, operator capability, and outlet confirmed.
Environmental impact	Potential for severe or persistent impacts, or unacceptable contaminant/emissions risks without a credible mitigation route.	Material impacts or contaminant concerns; benefits are limited or uncertain and substantial controls are needed.	Mixed benefits and impacts; risks appear manageable with appropriate controls and testing.	Clear resource-recovery or ecological benefits, with well-controlled residual impacts.	Strong, demonstrated net environmental benefits and low residual risk to water, soil, wildlife, and habitat.
Cost	Major cost burden relative to the baseline; significant capital and operating requirements with weak economies of scale.	Material cost increase or substantial investment; savings/revenues are uncertain.	Moderate additional cost; potentially affordable, but lifecycle value or funding remains unconfirmed.	Competitive lifecycle cost, manageable investment, and credible savings or cost-sharing.	Lowest or near-lowest verified lifecycle cost, affordable investment, and little reliance on speculative revenue.
Climate performance and resilience	High net GHG burden and/or severe vulnerability to climate hazards, with limited practical mitigation.	Significant emissions or dependence on climate-sensitive operation, a vulnerable corridor, or utilities; mitigation is incomplete.	Mixed GHG outcome and manageable climate risks, with storage, controls, or fallback arrangements available.	Low emissions or credible reductions, plus robust mitigation of key climate hazards.	Demonstrated strong net GHG benefit and high operational resilience, including reliable redundancy and fallback capacity.

AGENDA ITEM 7.2

REQUEST FOR DECISION

Subject: Indigenous Relations Strategy

From: Bill Given, Chief Administrative Officer

Prepared by: Lisa Riddell, Community Development Manager

Bree-Anna Gaboury, Project Coordinator

Reviewed by: Christopher Read, Director of Community Development

Date: November 10, 2026

Recommendation:

- That Committee direct administration to conduct public engagement on the Indigenous Relations Strategy as presented; and return to Committee with a report on feedback from the community.

Alternatives:

- That Committee direct Administration to make revisions to the Strategy and return to a future meeting.
- That Committee recommend Council to adopt the Indigenous Relations Strategy as presented.
- That Committee receive this report for information and take no further action.

Background:

- **June, 2015** the Truth and Reconciliation Commission of Canada released its Calls to Action, 13 of which are directly related to municipal government.
- **July, 2021 -** Council adopted Policy E-115 Equity, Diversity and Inclusion.
- **October, 2021** - Council adopted the 2022-2026 Equity, Diversity and Inclusion Action Plan.
- **November, 2022 -** Council approved the Project Coordinator Position for the 2023 budget year. 20% of this position focuses on supporting the municipality's progress along the path of reconciliation.
- **May, 2024 -** Committee directed administration to deliver a Council workshop on an Indigenous Relations Strategy and Action Plan.
- **June, 2025** – Council Workshop took place after being delayed by the 2024 wildfire.
- **July, 2025** – Committee directed Administration to engage Indigenous Partners and Indigenous residents to develop a strategy based on the framework and return to a future meeting.
- **August, 2026** – Administration brought the draft strategy and committee referred the Indigenous Relations Strategy to a Council workshop to be arranged with Administration.
- **September 15, 2026** – Council attended a workshop on the Indigenous Relations Strategy and administration incorporated their feedback.

Discussion

Focus area 7 of the 2022-2026 Equity Diversity and Inclusion Action Plan (ED&I Plan) is to Advance Truth and Reconciliation Efforts. The framework and the Indigenous Relations Strategy are direct outcomes of activity 7I in the ED&I Plan which states:

With input from Inclusion Committee, Indigenous community members and Indigenous partners, identify areas the municipality can prioritize when it comes to reconciliation efforts.

From 2023 – 2026, the Community Development team has made significant progress building relationships with Indigenous Partners, Indigenous residents and with Parks Canada's Indigenous Relations team.

Informed by the TRC's Calls to Action, and discussions over the past four years, the Community Development team has prepared a draft Indigenous Relations Strategy that builds on the approved framework and reflects Indigenous engagement to date paired with Council's perspectives on supporting reconciliation and Indigenous relations in Jasper.

During the past year, administration has worked to collect, compile and organize all of the specific input we have received from Indigenous Partners and residents via meetings, one-to-one conversations or emails. An initial draft strategy was completed and sent to partners in June 2026. Indigenous residents who participate in the Indigenous Resident Network were also given a copy of the draft to review. Final engagement with parks partners, Indigenous Partners, residents took place in July. The draft Indigenous Relations Strategy was then workshopped with Council in September 2026.

The draft strategy is divided into five key focus areas that reflect the framework:

Relationships **Cultural Belonging** **Visibility** **Collaboration** **Accountability**

These five areas serve as the scaffolding on which many meaningful activities will grow, reflecting the voices of Indigenous partners, residents and Jasperites over time. With the strategy now revised and finalized, it is a logical time to engage the broader community of Jasper to assess general public sentiment as Council suggested.

By sharing this strategy with the community broadly and asking for input, council signals that truth and reconciliation is a municipal priority, embedded into daily operations, municipal facilities, service to community and future planning. This approach ensures that the strategy is shaped by input from Indigenous Partners, Indigenous residents and community members ensuring future initiatives are informed, meaningful, and responsive to evolving needs and opportunities.

Strategic Relevance:

- Strengthen social cohesion to reinforce community belonging.
- Leverage recreational and cultural opportunities and spaces to increase community connection.
- Follow a path of Reconciliation to deliver on TRC Calls to Action.
- Foster public engagement and informed dialogue to strengthen trust and clarity.
- Nurture relationships that advance the community's interests.

Inclusion Considerations:
The draft strategy was informed by diverse input from Indigenous partners, residents, and Council to-date.

Relevant Legislation:

- Policy E-115 Equity, Diversity and Inclusion Policy

Financial:
Seeking broad public input on the draft Indigenous Relations Strategy is within the 2026 Operating budget.

Attachments:
2026-2030 Indigenous Relations Strategy - LINK

AGENDA ITEM 7.3

Human Resources Committee
Terms of Reference

1. **Purpose & Responsibilities of the Committee**
   1.1. To deal with matters relating to; Council's role as employer of the Chief Administrative Officer (CAO)
      1.1.1.Reviewing and providing input into the CAO's Performance Plan
      1.1.2. Evaluating the CAO's performance relative to the Performance Plan.
      1.1.3. Conducting the CAO's annual formal review and evaluation.
      1.1.4. Establishing any other processes the committee shall determine to be useful in evaluating the CAO's performance.
      1.1.5. Providing recommendations to Council with respect to the CAO's performance.
      1.1.6. Reviewing and discussing other matters related to performance management of the CAO.
      1.1.7. Recommending to Council processes related to CAO recruitment and hiring.

   1.2. To deal with matters relating to; public member appointments to Municipal committees
      1.2.1.Reviewing applications for public appointments to municipal boards, committee or taskforces.
      1.2.2. Recommending individuals for public appointments to Council.

   1.3. To deal with any other matters referred to it by Council

2. **Membership**
   2.1. The HR Committee shall have a membership of three members of council as appointed at the Organizational meeting.
   2.2. The Chair of the Committee shall be appointed at the first committee meeting following the Organizational meeting.

3. **Quorum and Voting**
   3.1. The quorum for the HR Committee shall be the majority of the Members appointed.

   3.2. All Committee Members will vote on all motions.

4. **Meetings & Minutes**
   4.1. The committee will meet at least 4 times per year.

   4.2. Meetings shall not exceed 1.5 hours in length unless the members present unanimously consent to an extension. If an extension is not approved, any remaining agenda items will be considered at the next regular meeting or at a special meeting called to complete the business.

   4.3. As provided or in the Municipal Government Act and the Access to Information Act, all meetings of the HR committee shall be considered "in-camera".

   4.4. Notice of all meetings shall be given to all Council members by circulation of the agenda, together with supporting documentation, at least 2 business days prior to the meeting.

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5. Administrative Support

5.1. The committee shall be supported by the Human Resources Manager and/ or the Legislative Services Coordinator.

5.2. The Legislative Services Coordinator will be responsible for scheduling; sending calendar invitations; booking meeting space; distributing agenda; calendar invite; and ensuring logistics such as IT set up is complete.

6. Reporting Relationship

6.1. The committee shall act in an advisory capacity to Council, recognizing that Council as a whole acts as the employer of the CAO;

6.2. The committee shall recommend items to Council through the Committee of the Whole.

7. Terms of Reference

7.1. The HR Committee's Terms of Reference may only be approved and amended by Council at a regular meeting.

Dated at Jasper, Alberta this _____ of _____ , 2026
(day) (month)

_____
Mayor

AGENDA ITEM 7.4

REQUEST FOR DECISION

Subject: Wildflowers Expansion – Construction Contract Award

From: Bill Given, Chief Administrative Officer

Prepared by: Vidal Michaud, A/Project Manager, Operations & Utilities

Reviewed by: Lisa Daniel, Executive Advisor

Date: November 10, 2026

Recommendation:

- That Committee recommend that Council award the construction contract for the Wildflowers Childcare Expansion to Johnston Builders Ltd for $1,655,925; and
- That Committee recommend that Council amend the approved capital project budget from $1,210,000 to $2,102,018 inclusive of a 10% contingency.

Alternatives:

- That Committee direct Administration to review the project scope and return with cost reduction options.

Background:

- On October 17, 2023, Council adopted Jasper's Community Child Care Strategy which identifies access to childcare as a community priority and an important contributor to the local economy.
- December 2025, Council approved the 2026 capital budget request for the Childcare Expansion in the amount of $1,210,000.
- January 2026, the Municipality received a provincial *Building Blocks Child Care Capital Grant* in the amount of $660,000 to create 22 additional childcare spaces in Jasper.
- July 2026, the Municipality received $400,000 from Pursuit through the Jasper Tourism Recovery and Prosperity Fund to support the Childcare and Community Space Expansion Project.
- September 29, 2026, the Municipality issued a Request for Proposals (RFP) to prequalified contractors, with submissions closing October 27, 2026.

Discussion:

As of October 2026, approximately 86 families are on the childcare waitlist. The Wildflowers Childcare and Community Space Expansion will help address this need by adding 22 childcare spaces, along with a mezzanine for gymnastics viewing, flexible community space and offices.

Construction involves structural modifications, mechanical and electrical upgrades, and fire and life safety improvements. As the facility will remain occupied, careful staging and safety measures will be required to maintain childcare, recreation and public programming to the extent possible.

Administration used a two-stage procurement process to prequalify contractors based on experience, safety certification, bonding capacity and availability before requesting project-specific proposals. The subsequent RFP evaluated three technical components:

- Project personnel (30 points)
- Work plan and occupied-facility management (40 points)
- Construction schedule (30 points)

Proponents were required to meet mandatory requirements and achieve a minimum technical score of 70 out of 100 before pricing was considered. The lowest-priced proponent meeting this threshold was ranked first.

Proponent	Technical score	Bid amount, excl. GST	Rank
Johnston Builders Ltd	71	$1,655,925.00	1
Keller Construction	80	$1,953,000.00	2
Cormac Projects	73	$2,240,000.00	3
Prologic Construction	70	$2,263,592.00	4

Administration's preliminary estimate was based on industry-standard cost-per-square-foot benchmarks adjusted for local market conditions. The construction bids exceed the approved capital budget of $1,210,000, reflecting the complexity of renovating an occupied facility, required building system upgrades and increased construction costs in Jasper associated with post-wildfire rebuilding activity.

Administration continues to pursue additional funding opportunities to address the budget shortfall, including a grant application already submitted for consideration.

Upon contract award and execution, the successful proponent will secure subcontractors and order structural steel, a long-lead item critical to the construction schedule. Johnston Builders proposes mobilizing the first week of January 2027, with targeted completion of July 31, 2027.

This schedule will meet the September opening date that is required under the terms of the provincial grant.

Deferring the contract award could affect the construction schedule and pricing, while reducing the project scope could affect childcare capacity, facility improvements and funding eligibility.

Administration recommends proceeding with the construction contract award and associated capital budget amendment to advance Council's childcare objectives, deliver the planned facility improvements and maintain progress toward the targeted completion date.

Strategic Relevance:

- Maintain our system of community-based social infrastructure.
- Leverage recreational and cultural opportunities and spaces to increase community connection.
- Support local businesses to enhance economic resilience.

Inclusion Considerations:

Additional childcare spaces will reduce barriers to employment and community participation for families with young children. The expansion will increase local childcare options while creating additional community space within an existing municipal facility.

Relevant Legislation:

- Early Learning and Child Care Act and Early Learning and Child Care Regulation (Alberta).

- National Building Code – Alberta Edition and applicable fire and life safety requirements.
- Applicable Parks Canada development and permitting requirements.
- Municipality of Jasper Reserves Policy B-112, where reserve funding is proposed.

Financial:

The approved 2026 capital budget is $1,210,000. The new overall project estimate is $2,102,018. Below is a breakdown of the Revenue and Expenses for the project.

Project Expenses		
Engineering and design	$230,000	
Permits and fees	$25,000	
Construction Contract	$1,655,925	
Contingency	$191,093	
	Total Project Expense	**$2,102,018**

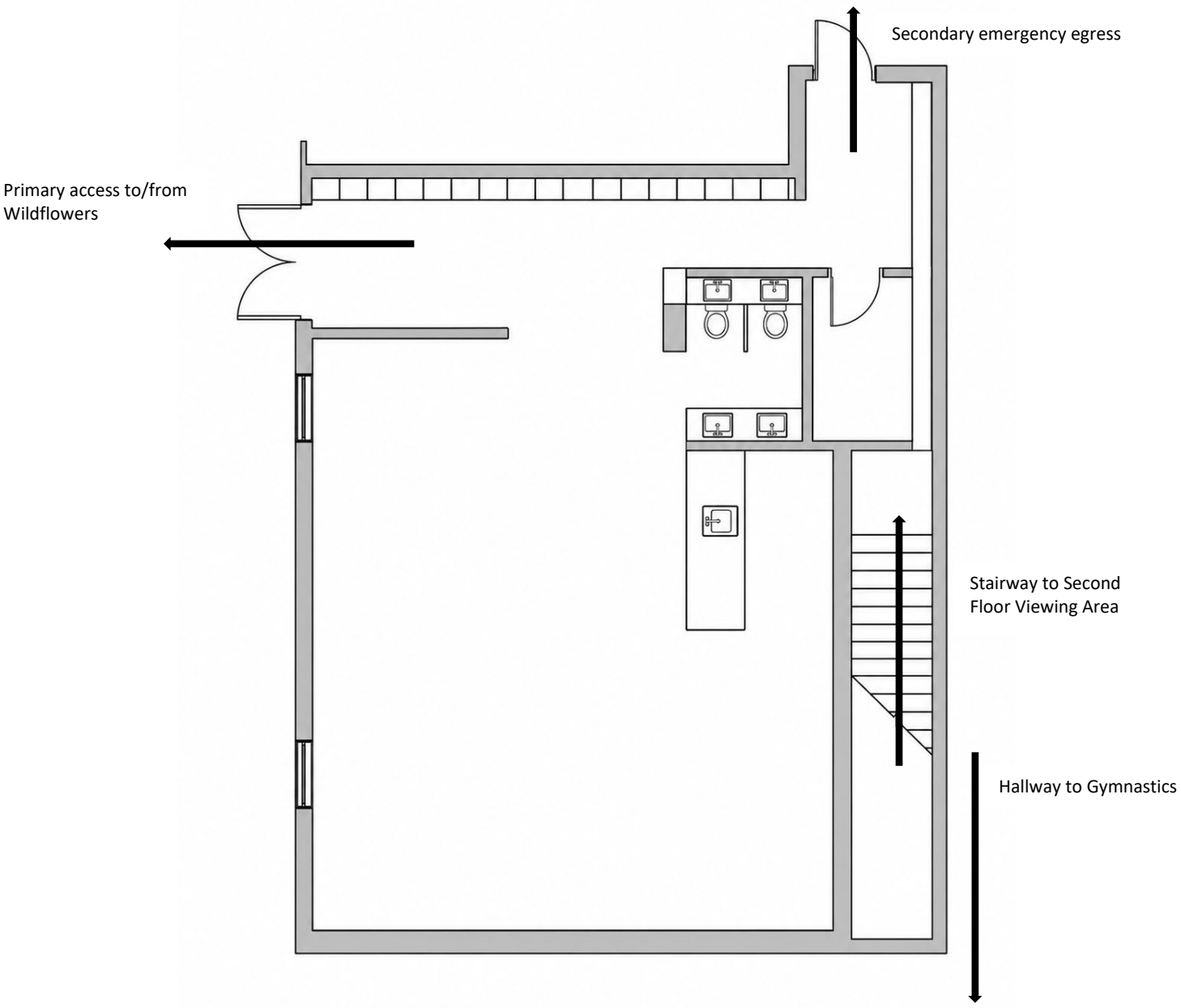
Project Funding				
2026 Approved Funding - Daycare Expansion/AC Renovation Project				
External	Grant	Government of Alberta	$660,000	
External	Donation	Pursuit	$400,000	
Municipal	Restricted Reserves	Daycare Expansion/AC Renovation	$150,000	
2026 Approved Funding – Proposed Reallocations				
Municipal	Restricted Reserves	Office Renovation Project	$150,000	
Municipal	Debenture	Ventilation & HVAC Replacement	$250,000	
			Total Previously Approved Funding	**$1,610,000**
Proposed New Funding				
Mixed	Donations/Grant/Debt	2027 Capital Request	$492,018	
			Total Proposed New Funding	**$492,018**
			Total Recommended Project Funding	**$2,102,018**

Attachments:

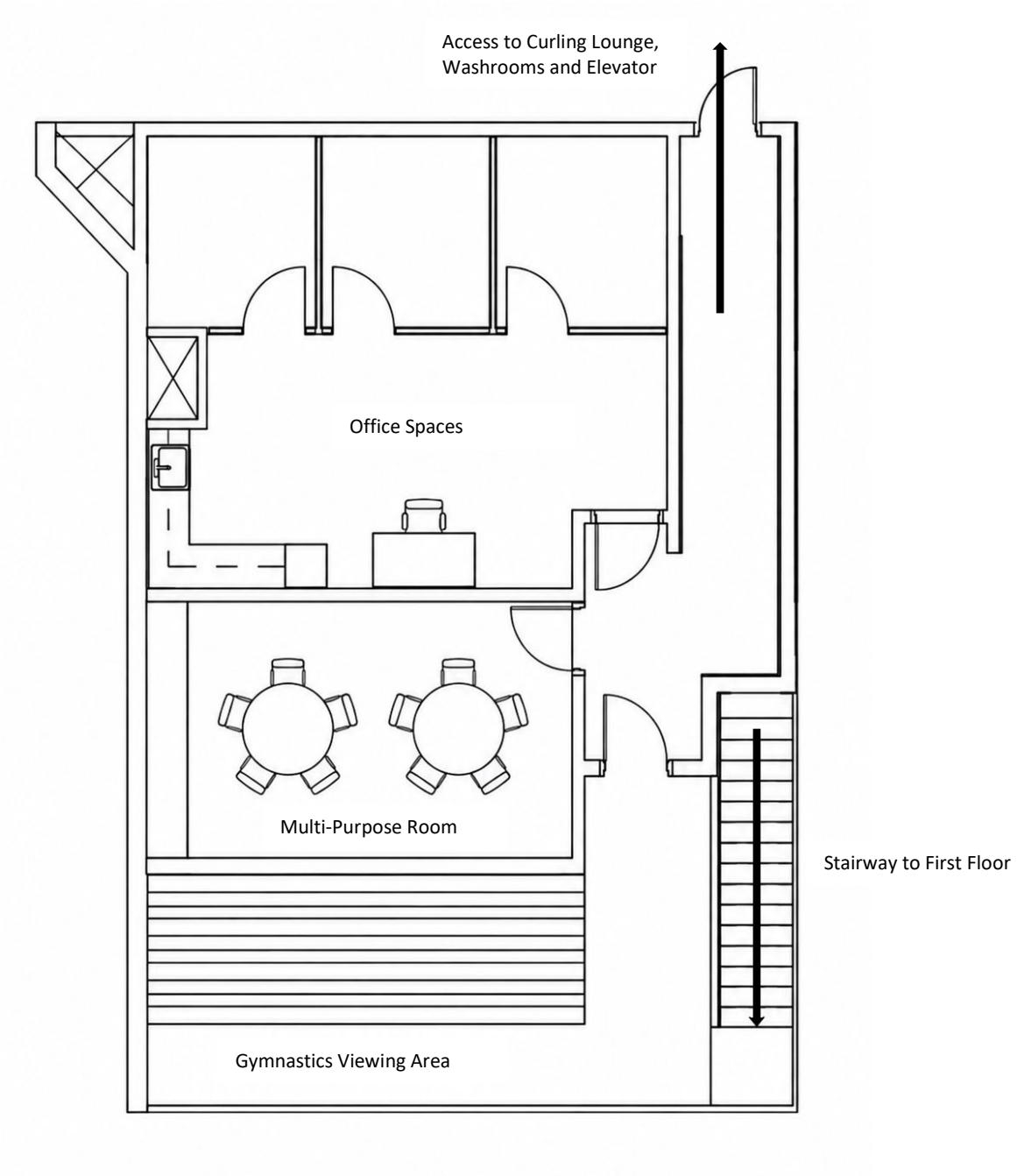
- Wildflowers Childcare and Community Space Expansion Project Floor Plans

Version 082025

Childcare Expansion (1st Floor)



Community Space Expansion (2nd Floor)



AGENDA ITEM 7.5

REQUEST FOR DECISION

Subject:	Green Burial Report
From:	Bill Given, Chief Administrative Officer
Prepared by:	Courtney Donaldson, Director of Operations & Utilities
Reviewed by:	Meg Moll, Cemetery Administrative Assistant
Date:	November 10, 2026

Recommendation:

- That Committee receive the report for information.

Alternatives:

- That Committee direct Administration to undertake further investigation into the potential for green burial at the Jasper Cemetery.
- That Committee direct administration to consider green burial as part of future cemetery planning and expansion.

Background:

- In 2001 the Agreement for the Establishment of Local Government in Jasper assigned care and control of Jasper Cemetery to the Municipality and Council subsequently adopted Bylaw #007, the "Jasper Cemetery Bylaw"
- In 2006 Council adopted Bylaw #082, the "Jasper Cemetery Bylaw 2006" which updated the municipality's regulatory approach to the facility.
- In 2010, the Government of Canada amended the *National Parks Cemetery Regulations* to remove Jasper Cemetery from their application, completing the transition to municipal regulation under Alberta's *Cemeteries Act* and associated regulations.
- On August 25, 2026, Committee directed administration to:
    - *Prepare a report on the potential for adding a green burial area to the Jasper Cemetery and/or the possibility of allowing natural burial in the existing cemetery and return to a future Committee of the Whole meeting.*

Discussion:

Green burial generally involves the interment of an unembalmed body in a biodegradable shroud or casket, without a protective burial vault. Practices may also include natural landscaping, ecological restoration and simplified memorialization. Green burial could provide an alternative that responds to environmental, cultural and personal preferences while potentially reducing conventional cemetery infrastructure and maintenance requirements.

In response to Committee's direction, Administration assessed the feasibility of establishing a dedicated green burial area or permitting natural burial within existing cemetery plots and identified challenges arising in the

following two broad categories:

Capacity and Expansion

Available space is the primary constraint to introducing green burial at Jasper Cemetery. Neither a dedicated green burial area nor natural burial within existing plots is considered feasible within the current cemetery layout.

Design and engineering for an expansion are complete, but the current cemetery expansion prioritizes columbaria, a scatter garden and cremation plots to address existing capacity needs.

Accommodating green burial would require reallocating cemetery lands from these planned uses, reducing the additional capacity provided by the expansion and introducing redesign costs and delays to tendering.

Additional land allocation from Parks Canada would be required to reasonably consider green burial.

Environmental and Operational Considerations

Green burial would require further assessment of several environmental and operational considerations, including:

- **Soil and groundwater conditions:** Soil depth, drainage and groundwater pathways would need to be assessed to determine the suitability of burial locations and potential environmental impacts.
- **Regulatory requirements:** Burial practices would need to comply with Alberta's Cemeteries Act, associated regulations and the Jasper Cemetery Bylaw 2006, including applicable burial-depth and interment requirements.
- **Seasonal operations:** Frozen ground, excavation requirements, grave settlement and landscape management may affect cemetery operations, staffing and equipment needs.
- **Wildlife activity:** Existing wildlife activity, including ground squirrels, raises concerns about potential disturbance of burial sites. The extent of this risk and any required mitigation measures has not been established.

These considerations do not necessarily prevent green burial but would require significant further investigation and close collaboration with Parks Canada before implementation could be considered.

Administration's preliminary assessment indicates that green burial is not currently feasible within the existing cemetery layout or planned expansion. Limited available space and the implications of changing the completed expansion design are the principal constraints.

While green burial may warrant consideration in future cemetery planning, Administration does not recommend further investigation or implementation at this time.

Strategic Relevance:

- Include an environmental lens in decision-making and operational plans.
- Invest in practices and processes which support high-quality decision making.
- Provide and maintain the core services and infrastructure that enable the visitor economy.

Inclusion Considerations:
Green burial may provide an alternative burial practice that reflects individual, cultural, and personal preferences. Receiving the report for information acknowledges the potential interest in alternative burial options while recognizing current cemetery capacity and planning considerations.

Relevant Legislation:

- *Agreement for the Establishment of Local Government in Jasper*
- Bylaw #082, *Cemetery Bylaw 2006*
- *Alberta Cemeteries Act*

Financial:
Introducing green burial could involve costs for regulatory review, environmental and geotechnical assessments, cemetery redesign, site preparation, staff training and ongoing maintenance.

Attachments:

- None

AGENDA ITEM 7.6

REQUEST FOR DECISION

Subject: Municipal Staff Housing

From: Bill Given, Chief Administrative Officer

Prepared by: Lisa Daniel, Executive Advisor

Date: November 10, 2026

Recommendation:

- That Committee recommend Council approve, in principle, the construction of a Municipal Employee Housing duplex with two legal basement suites at 1249/1251 Cabin Creek Drive; and,
- That Committee refer the Cabin Creek Municipal Employee Housing project to the 2027 budget discussions.

Alternatives:

- That Committee recommend Council defer approval of the Municipal Employee Housing project pending further review of the project scope and funding options.
- That Committee direct administration to investigate alternative development configurations or construction approaches for 1249/1251 Cabin Creek Drive.

Background:

- Prior to the 2024 Jasper Complex Wildfire the municipality utilized three properties for the provision of municipal staff accommodation:
    - 3 Bedroom House at 1251 Cabin Creek Drive (Owned by MOJ)
    - 4 Bedroom Duplex at 895A Bonhomme Street (Owned by MOJ)
    - 4 Bedroom Duplex at 895B Bonhomme Street (Owned by MOJ)
    - 6 Bedroom House at 3 Swift Cresent (Rented from a private leaseholder)

- In 2022 Council approved Policy D-116, the Municipal Employee Housing policy. The policy identifies two types of Municipal Employee Housing:
    - **Transitional Housing** for full-time employees relocating to Jasper, waiting for a market-rate dwelling to become available via rental or purchase (the properties at 1251 Cabin Creek and 895 Bonhomme); and
    - **Temporary Housing** for seasonal or term employees during their period of employment with the municipality (the rented property at 3 Swift Crescent).

- The Municipally owned property at 1251 Cabin Creek Drive and the privately owned rental property at 3 Swift Cresent where both destroyed in the 2024 Jasper Wildfire.
- In February 2025 The Municipality entered into a contract with Casman Building Solutions to rebuild the single-unit dwelling at 1251.

- On July 30, 2025 a development permit was issued for the Single-Unit Dwelling and Secondary Suite and a Building Permit was issued on November 10, 2025.
- In fall of 2025, with the 2026 Capital Budget Council approved a revised project cost of $1.1M.
- On April 21, 2026, Council approved the purchase of the lot at 1249 Cabin Creek Drive.

Discussion:

Following Council's approval of the purchase of 1249 Administration has worked with the builder to identify ways to maximise the use of the combined lots at 1249/1251 Cabin Creek Drive.

The Municipality has developed plans for a duplex, consisting of two dwelling units (with three bedrooms each) on the main and upper floors. Each side of the duplex would also have a basement secondary suite (with a further two bedrooms each).

In total this design would provide four independent dwelling units and a total of 10 bedrooms.

The proposed development would provide a combination of family and shared accommodation to meet different municipal staff housing needs. The two three-bedroom primary units could accommodate families or unrelated individuals, while each secondary suite is designed to accommodate two individuals. This configuration allows the Municipality to maximize occupancy and allocate housing based on staffing needs and household composition.

Developing the two adjacent properties together allows for coordinated site planning and more efficient use of municipal land. The proposed configuration increases housing capacity compared with replacing the former residence with a single dwelling. The table below compares the total number of units and bedrooms available for Municipal Employee Housing pre-fire and under the approach recommended in this report:

		Pre-Fire	Proposed
Owned	Units	3	6
	Bedrooms	11	18
Rented	*Units*	*1*	*0*
	Bedrooms	*6*	*0*

Increasing the Municipality's staff housing inventory would provide additional accommodation options for employees and support municipal recruitment and retention efforts. The flexibility of the proposed design would also allow the Municipality to respond to changing housing needs over time.

Deferring the project would allow additional time to review development options but would delay the addition of critical staff housing as federally funded interim housing comes to an end over the next few years. Additionally, delay may expose the Municipality to changes in construction costs. Alternatively, revising the proposed configuration could reduce the scope of construction but may also reduce housing capacity or occupancy flexibility and again risk exposure to increases in construction costs.

The recommended approach would make efficient use of municipal land, accommodate a range of household arrangements and substantially increase the Municipality's staff housing capacity.

Strategic Relevance:

- Facilitate development of diverse housing options to meet community needs.

- Align land use decisions to local priorities.
- Empower our staff by investing in the training and tools they require.

Inclusion Considerations:

The proposed development provides accommodation options for different household types, including families and individuals who are not related. The ability to accommodate unrelated individuals within shared residential units supports a range of living arrangements and makes use of the available housing space.

Relevant Legislation:

- Municipality of Jasper Reserves Policy D-116
- Municipality of Jasper Housing Action Plan

Financial:

Previously the municipality was paying $4,200 per month to rent the 6 bedroom unit at 3 Swift Cresent.

Casman Building Solutions has provided an estimated construction cost of $2,400,000, including GST, for the proposed duplex with basement suites. The estimate excludes appliances and landscaping not otherwise identified in the scope of work.

The Municipality received $805,000 in insurance proceeds associated with the loss of the previous residence at 1251 Cabin Creek Dr. and another $300,000 was approved in the 2026 Capital Budget.

The anticipated funding sources and remaining funding requirement are summarized below.

Revenue	
Insurance Proceeds from 1251 Cabin Creek Drive	$805,000
2026 Capital Budget (Debt)	$300,000
Total Revenue	**$1,105,000**

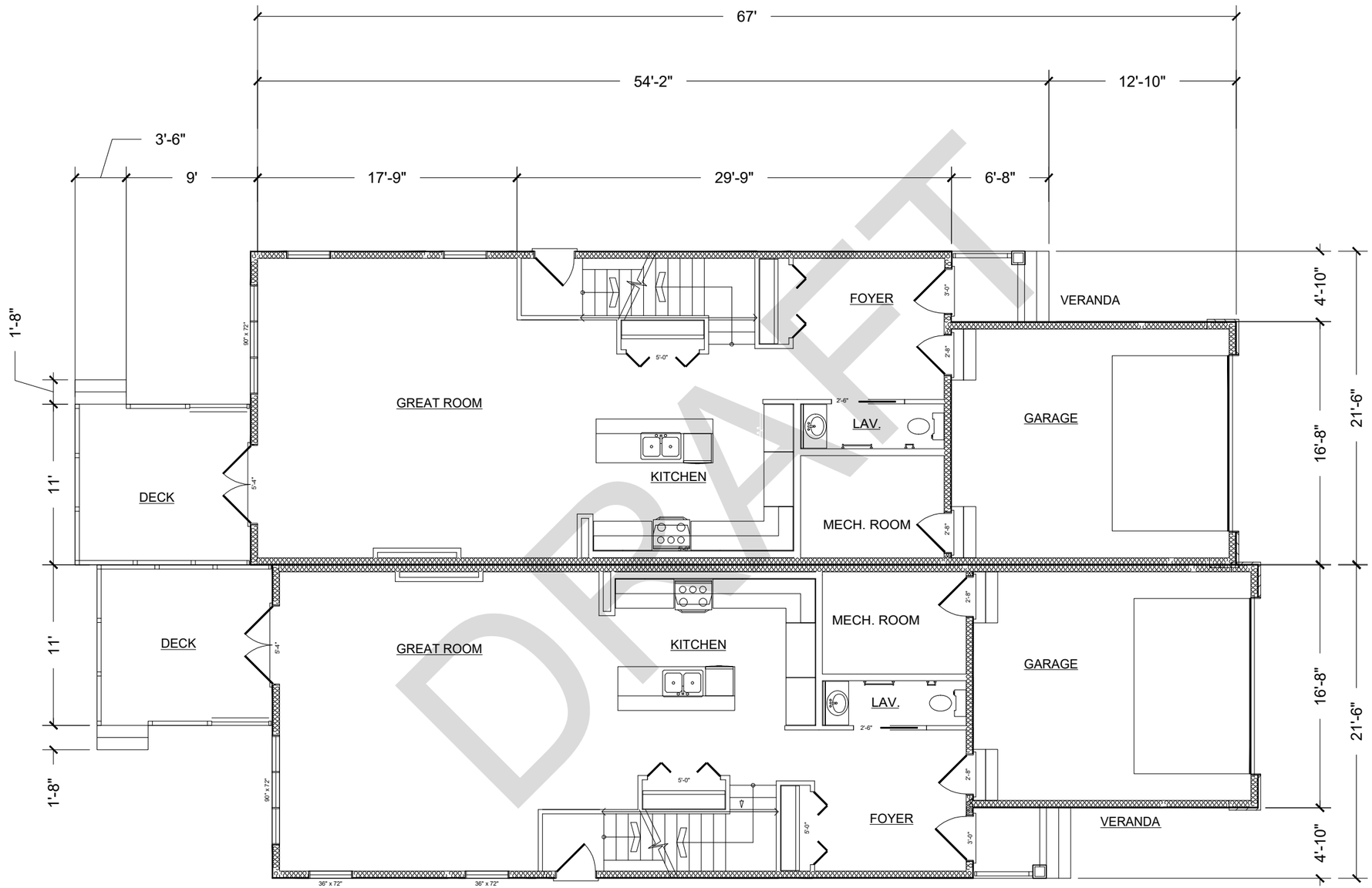
Expenses	
Estimated Construction Costs	$2,400,000
Contingency 5%	$120,000
Total Projected Expense	**$2,520,000**
Remaining Funding Required	**$1,415,000**

Administration recommends referring the remaining funding requirement of $1,415,000 to the 2027 budget discussions for Council's consideration.

The $355,000 purchase of 1249 Cabin Creek Drive was approved separately and is not included in this budget.

Attachments:

- Proposed Duplex Construction Drawings – 1249/1251 Cabin Creek Drive



DRAFT

CASMAN BUILDING SOLUTIONS

#403 9426 51 Ave NW
Edmonton, AB T6E 5A6

SHEET TITLE:

MAIN FLOOR PLAN

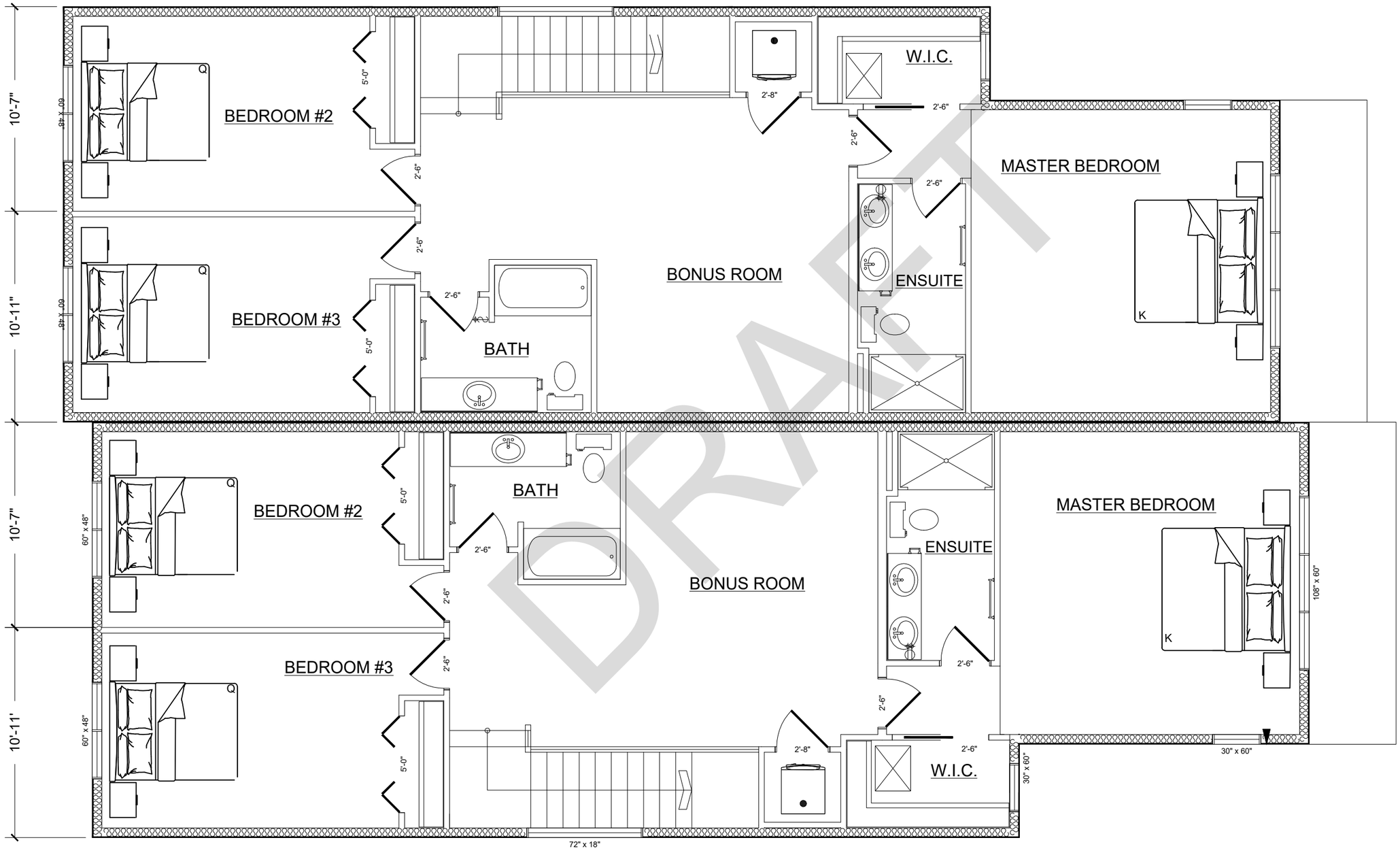
DATE: 10.27.2026

SHEET:

1 OF 3

CASMAN BUILDING SOLUTIONS

#403 9426 51 Ave NW
Edmonton, AB T6E 5A6



DRAFT

SHEET TITLE:

SECOND FLOOR PLAN

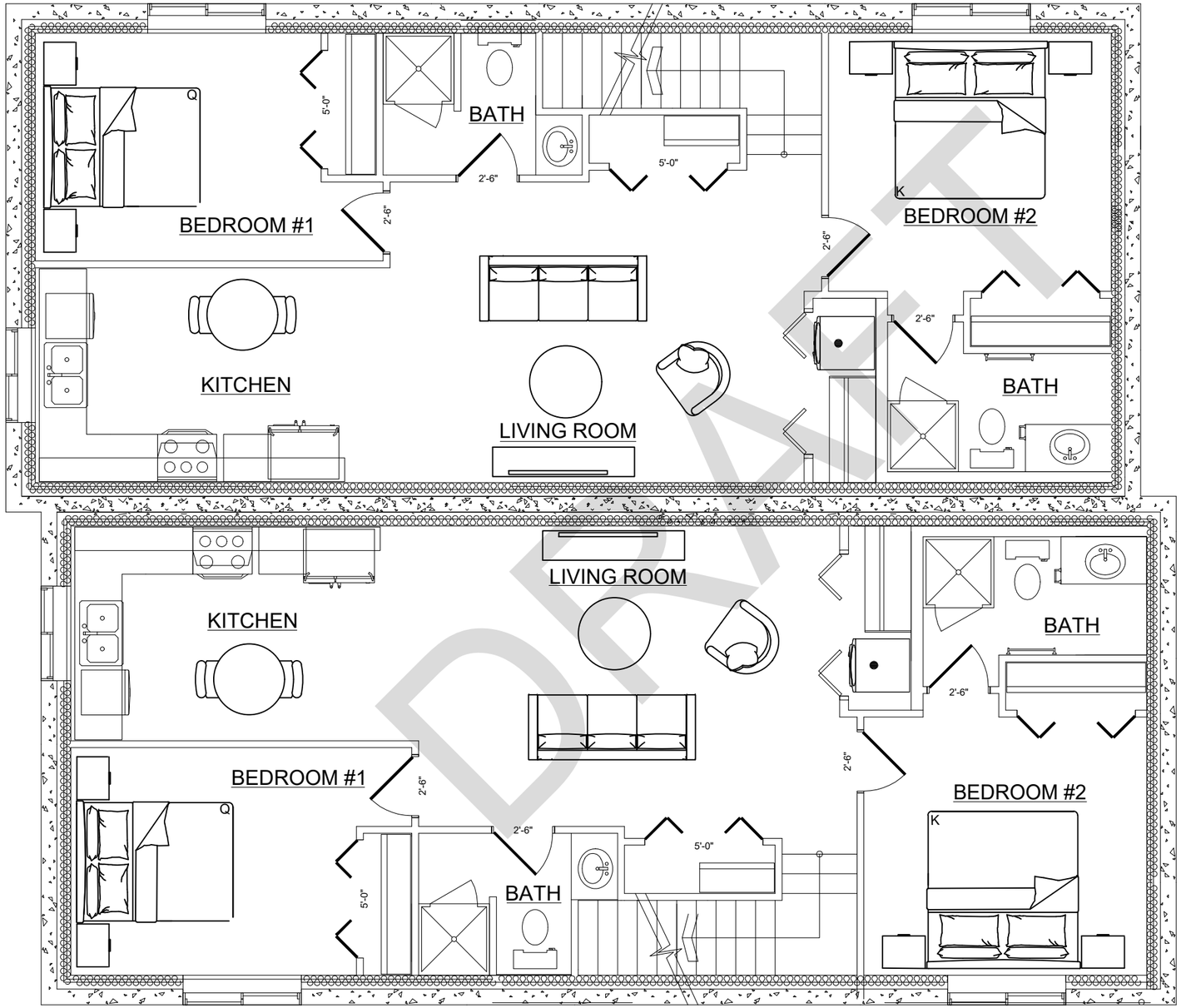
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SHEET:

2 OF 3

CASMAN BUILDING SOLUTIONS

#403 9426 51 Ave NW
Edmonton, AB T6E 5A6



DRAFT

SHEET TITLE:

BASEMENT
FLOOR PLAN

DATE: 10.27.2026

SHEET:

3 OF 3

MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)	STATUS
Tax Policy – Principles & Engagement Approach	**February 10, 2026**	**CAO and Director of Finance & Administration**	That Committee direct Administration to undertake the engagement process, as discussed, on the proposed areas of focus and guiding principles for a Tax Policy and return to a future meeting.	**October 2026**	Recommended to be deferred to December 2026
Green Space Vision Plan	**May 12, 2026**	**Director of Urban Design & Standards**	That Committee direct Administration to refer the financial costs and available grant funding for the preparation of a new plan for green spaces to the 2027 budget discussion.	**November 2026**	
External Funding Trends & Community Outreach Services Capacity	**June 9, 2026**	**Director of Community Development**	That Committee direct Administration to report on options to maintain community social service levels as part of 2027 budget deliberations.	**November 2026**	
Jasper Municipal Leasehold Assets Society Transfer of Assets	**August 25, 2026**	**CAO Director of Protective & Legislative Services**	That in the interim, Committee direct Administration to consult with our auditors regarding the potential to have an assignment of some of the leasehold assets directly to the Jasper Municipal Housing Corporation.	**November 2026**	Recommended to be removed
Indigenous Relations Strategy	**August 25, 2026**	**Director of Community Development**	That Committee refer the Indigenous Relations Strategy to a Council workshop to be arranged with Administration.	**October 2026**	Recommended to be removed
Economic Development Advisory Committee Terms of Reference	**August 25, 2026**	**CAO**	That Committee direct Administration to develop a draft terms of reference for an Economic Development Advisory Committee and return to a future Committee of the Whole meeting. *Previously titled: Municipal Recovery Transition Framework*	**November 2026**	Recommended to be deferred to January 2027

Green Burials	**August 25, 2026**	**Director of Operations & Utilities**	That Committee direct Administration to prepare a report on the potential for adding a green burial area to the Jasper Cemetery and/or the possibility of allowing natural burial in the existing cemetery and return to a future Committee of the Whole meeting.	**November 2026**	
Bylaw #40 - Jasper Municipal Tax Penalties Bylaw	**September 15, 2026**	**CAO and Director of Finance & Administration**	Council refer to Committee of the Whole a consideration of a possible refund of penalties to the Astoria Hotel and a review of Bylaw #40.	**December 2026**	
2027 Visitor Paid Parking Program	**September 29, 2026**	**Directors of Operations & Utilities, and Protective & Legislative Services**	That Committee direct Administration to return to a future meeting with additional information on the proposed Visitor Paid Parking program zone expansion. That Committee direct Administration to explore options for collecting data on resident versus visitor use of Visitor Paid Parking spaces and report back to a future Committee of the Whole meeting with findings and potential data collection methods.	**December 2026**	
Economic Development Capacity & Funding	**October 13, 2026**	**CAO**	That Committee refer consideration of an Economic Development Coordinator position, for a term of up to four years, to the 2027 budget process. That Committee authorize Administration to seek additional funding to support an Economic Development function.	**November 2026**	
Angle Parking on Pyramid Road	**October 27, 2026**	**Directors of Operations & Utilities**	That Committee direct Administration to bring a report to a future Committee meeting on the potential for additional angle parking on Pyramid Lake Road.	**February 2027**	