

Municipality of Jasper  
**Committee of the Whole Meeting Agenda**  
February 10, 2026 | 9:30 am  
Jasper Library & Cultural Centre – Quorum Room

**Notice:** Council members and a limited number of 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 Waxer to chair meeting

**2. Additions to agenda**

**3. Approval of agenda**

3.1 February 10, 2026 Committee of the Whole agenda attachment

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

4.1 Business arising from minutes

**5. Delegations**

**6. Correspondence**

6.1 RCMP – Community Priorities Plan attachment

**7. New business**

7.1 Asset Management Policy attachment

7.2 Adoption of Jasper Off-Site Levies Bylaw (2026) attachment

7.3 Tax Policy – Principles & Engagement Approach attachment

**8. Motion Action List** attachment

**9. Councillor upcoming meetings**

[9.1 Council appointments to boards and committees](#)

**10. Upcoming events**

[JPCC Speaker Series with Ron Hallman & Christine Loth Bown](#) – 8am-10am, February 11, Papa George's

[NETMA](#) – 4:30pm-6:30pm, February 18, Jasper Royal Canadian Legion Branch #31

[Mayor's Recognition Awards Nomination Deadline](#) – March 1

**11. Adjournment**

Municipality of Jasper  
**Committee of the Whole Meeting Minutes**  
Tuesday, January 27, 2026 | 9:30am  
Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public participation is through in person attendance and public viewing during Council meetings is through Zoom livestreaming and in person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Kathleen Waxer, Councillors Ralph Melnyk, Kable Kongsrud, Wendy Hall, Laurie Rodger, and Danny Frechette		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Beth Sanders, Director of Urban Design & Standards Courtney Donaldson, Director of Operations & Utilities Natasha Malenchak, Director of Finance & Administration Erin Toop, Transit Manager Leanne Pelletier, Housing Manager Emma Acorn, Legislative Services Coordinator James Purdy, SKIJORING for MS Bob Covey, The Jasper Local 16 observers		
Call to Order	Deputy Mayor Kathleen Waxer called the January 27, 2026 Committee of the Whole meeting to order at 9:30am and began with a <a href="#">Traditional Land Acknowledgement</a> .		
Additions/deletions to the agenda	none		
Approval of agenda #33/26	MOTION by Councillor Melnyk that Committee approve the agenda for the January 27, 2026 Committee of the Whole meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Business arising from minutes	none		
Delegations	none		
Correspondence – James Purdy of SKIJORING for MS	Committee received correspondence from James Purdy who is the head organizer of SKIJORING for MS which is an annual fundraiser for MS Canada held in northeastern Alberta. Mr. Purdy was also able to join the meeting over Zoom to answer Committee questions.		

#34/26	MOTION by Mayor Ireland that Committee receive the correspondence and presentation for information; and		
	That Committee direct Administration to work with other interested local organizations to investigate; with SKIJORING for MS, the feasibility of hosting a skijoring event in Jasper in subsequent years and to return to a future Committee of the Whole meeting with a report and recommendations.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
2025 Annual Transit Service Update	Committee received the annual Transit Service Update from CAO Bill Given and Transit Manager Erin Toop. Highlights included information on fares; routes; ridership numbers; rider survey results; funding breakdowns; business planning and more.		
#35/26	MOTION by Councillor Rodger that Committee receive the 2025 Annual Transit Service Update for information, and		
	That Committee direct Administration to return to Committee with the results of the 2027-2031 Transit Business Plan prior to July 2026.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Recess	Deputy Mayor Waxer called a recess from 11:02am to 11:11am.		
2025 Property Tax Receivable/Write-Off Request	Committee received a request for decision from Director of Finance & Administration Natasha Malenchak regarding the reoccurring issue with property taxes for the Provincial building.		
#36/26	MOTION by Mayor Ireland that Committee recommend Council authorize the write off of \$10,802.15 for Property Tax receivable for Roll 500000 (Provincial Building).		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Housing Report – Status of Housing Initiatives	Committee received an information report from Director of Urban Design & Standards Beth Sanders and Housing Manager Leanne Pelletier. ‘The Housing Report: Status of Housing Action Plan and Housing Accelerator Fund (HAF) Initiatives’ provides an overview of eight core initiatives, six of which are directly tied to HAF funding.		
#37/26	MOTION by Councillor Melnyk that Committee receive the Housing Action Plan/Housing Initiatives update for information.		
	FOR 6 Councillors	AGAINST 0 Councillor	CARRIED

Councillor Hall was temporarily unavailable during the vote on the motion but returned after for the remainder of the meeting.

Motion Action List    Administration reviewed the Motion Action List.

#38/26                    MOTION by Councillor Melnyk that Committee approve the updated Motion Action List with date changes for the following items:

- Transit Bus RFP
- Jasper Artists Guild Lease
- Property and Business Tax Policy

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Councillor  
upcoming  
meetings                    Councillor Hall will be at a Public Service Library Board orientation this evening.

Councillors will be participating in an Equity, Diversity & Inclusion workshop this Thursday; a lunch meeting with ATCO on Friday; and the first Intergovernmental of their term on February 3<sup>rd</sup>.

Councillor Melnyk will be attending the Economic Developers Alberta course taking place February 5<sup>th</sup>.

Mayor Ireland will be attending a meeting of the Jasper Partnership Initiative tomorrow and will be speaking at the Jasper in January Street Party this Saturday.

Councillor Waxer will be participating in strategic planning sessions for Family and Community Support Services Association of Alberta tomorrow and Thursday.

Councillor Kongsrud and Councillor Rodger requested to swap their Community Conversations appointments. Mayor Ireland asked Committee if there were any objections to the change and none were raised. Councillor Kongsrud will now attend the Seniors Community Conversations and Councillor Rodger will attend the Adults Community Conversation.

Upcoming Events        Council reviewed a list of upcoming events.

Adjournment  
#39/26                    MOTION by Councillor Hall that, there being no further business, the Committee of the Whole meeting of January 27, 2026 be adjourned at 12:06pm.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED



January 26, 2026

Mayor and Council  
Municipality of Jasper  
Jasper, AB

To Mayor and Council,

As Alberta's provincial police service, the RCMP is continually working to modernize and strengthen the way we partner with communities to address local public safety needs. This letter is being shared to provide early awareness of an upcoming change to the community priority planning process and to support timely engagement with local leadership ahead of the next planning cycle.

Beginning in February 2026, Alberta RCMP detachments will be transitioning to a new Community Priorities Plan (CPP) for the 2026–2027 cycle. This updated approach replaces the previous Annual Performance Plan (APP) and is intended to serve as the primary framework for identifying and tracking policing priorities at the community level.

The CPP is intentionally community-led. It was developed to strengthen collaboration with municipal and Indigenous leadership and to ensure that the priorities of your police service are directly informed by the communities we serve. The CPP is designed to support meaningful dialogue, shared understanding, and clear, achievable priorities that reflect local realities.

This early communication is intended to allow community leaders sufficient time to begin considering local priorities and engaging with constituents before formal planning begins.

## Community Priorities Plan Overview

### Step One: Preparation and Consultation (February 2026)

Community leaders consult with their constituents in advance of meeting with the RCMP to gather ideas, concerns, and objectives related to community safety. This initial consultation is the first of two points of engagement and is an important step in ensuring that policing priorities are built with the community, not for the community.





Should community leaders wish to involve their Detachment Commander in these early community discussions, requests can be made directly to the detachment and support will be provided.

The purpose of this stage is to develop a clear understanding of community-specific concerns and objectives to inform upcoming discussions.

### Step Two: Engagement Meeting (March 2026)

An engagement meeting is held between community representatives and the Detachment Commander. This meeting provides an opportunity for community representatives to share feedback gathered during consultations and to discuss community perspectives openly.

All relevant concerns, ideas, and objectives are welcome for discussion at this stage. These conversations help build a shared understanding between the community and the detachment and support alignment as priorities begin to take shape.

Following this initial engagement meeting, the Detachment Commander will take the identified community priorities and meet with their leadership team to develop an operational plan outlining how the RCMP will work to deliver on those priorities.

### Step Three: Finalizing Priorities

A subsequent meeting will be held between community representatives and the Detachment Commander where possible, during which the proposed plan will be presented to the community for review. This meeting will provide an opportunity for community leaders to offer feedback, seek clarification, and confirm alignment before priorities are finalized.

Following engagement and discussion, the Community Priorities Plan is finalized. The goal of this stage is to confirm a consolidated list of up to three community policing priorities that accurately reflects and encompasses the concerns and objectives raised through earlier engagement.

Once confirmed, the plan is endorsed by the Detachment Commander and community leadership. Progress will be monitored through regular reporting, with adjustments made as required to ensure priorities remain responsive and aligned over time.

### Detachments Serving Multiple Communities

For detachments that serve multiple municipalities, this CPP process will be conducted with each community group. Engagement, consultation, and feedback will be gathered independently to ensure





each community's unique needs and perspectives are understood. Overall, detachment priorities will then be developed based on the totality of feedback received across all participating communities.

## Next Steps - Community Consultation and Engagement

As part of the CPP process, community leaders are encouraged to begin consulting with their constituents to gather input on local safety concerns, emerging issues, and opportunities for collaboration. Community leaders may choose the consultation methods that best suit their communities, such as surveys, town halls, meetings, or other engagement activities. Detachment Commanders may be invited to attend these conversations where appropriate, or consultations may be conducted independently, with feedback shared at a later stage.

This early engagement will help inform discussions with your Detachment Commander as CPP development progresses. Your partnership is essential to ensuring policing priorities reflect the unique needs of your community. Further information and guidance will be provided by your local detachment as the CPP process moves forward.

Thank you for your continued partnership and leadership in supporting community safety.

Sincerely,



Sgt. Rick Bidaisee  
Detachment Commander  
Jasper RCMP Detachment



## AGENDA ITEM 7.1

### REQUEST FOR DECISION

**Subject:** Asset Management Policy

**From:** Bill Given, Chief Administrative Officer

**Prepared by:** Varvara Shmygalova-Murry, Asset Coordinator

**Reviewed by:** Courtney Donaldson, Director of Operations & Utilities  
Gordon Hutton, Buildings & Asset Manager

**Date:** February 10, 2026

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#### Recommendation:

That Committee recommend Council approve the Asset Management Policy as presented.

#### Alternatives:

- That Committee recommend Council approve the policy with amendments.
- That Committee direct administration to revise the policy and return to a future committee.
- That Committee receive this report for information and take no further action.

#### Background:

In 2015 the Municipality conducted an Asset Management Study, followed by a Tactical Level Asset Management study in 2017.

In 2021 Council adopted the Culture and Recreation Facilities & Services Review.

In 2024, Council adopted a Strategic Facility Plan and Information Technology Master Plan, and in 2025 Council adopted a Utility Master Plan.

The municipality does not currently have any overarching Council policy on the topic of asset management.

#### Discussion:

In 2025, it employed an Asset Coordinator to advance strategic priorities and improve asset management for sustainable services and long-term planning. Around mid-2025, an internal Asset Management Committee was formed with representatives from key departments to enhance coordination, data consistency, and lifecycle-based decision-making.

As work progressed, discussions expanded to include asset governance, roles and responsibilities, and improved organizational alignment. This iterative process highlighted the need for a formal policy to establish governance, clarify roles, and guide asset management efforts.

The attached Asset Management Policy was created to formalize this approach and foster continued asset management activities within the Municipality.



The policy establishes a clear and consistent framework for how municipal assets are planned, managed, and reviewed over their lifecycle. It does not introduce new programs or services but rather provides a governance foundation to guide how asset information is used to support operational, capital, and strategic planning.

By defining governance principles and expectations, the policy supports coordinated decision-making and alignment across departments involved in asset stewardship.

Main features of the policy include:

- **Clear governance and accountability**  
The policy establishes a consistent governance framework for asset management by clarifying roles and responsibilities of Council, administration, and staff. This supports transparent decision-making and ensures asset-related responsibilities are clearly understood across the organization.
- **Lifecycle-based asset planning**  
The policy promotes a lifecycle approach to managing municipal assets, considering planning, acquisition, operation, maintenance, renewal, and disposal. This approach supports informed decision-making and helps ensure assets continue to meet service needs over time.
- **Organizational alignment and consistency**  
The policy provides a common set of principles to guide asset management activities across departments, supporting coordinated planning and reducing fragmentation in how asset information is collected, used, and reported.
- **Use of asset information to support planning and prioritization**  
The policy establishes expectations for the use of asset information to support operational, capital, and strategic planning. This enables more consistent prioritization of asset-related decisions and supports alignment with corporate and financial planning processes.
- **Monitoring and continuous improvement**  
The policy supports ongoing monitoring and periodic review of asset management practices to ensure they remain current, effective, and aligned with Council direction and organizational priorities.

The proposed policy aligns with practices commonly adopted by municipalities and the best practices identified by Federation of Canadian Municipalities.

Overall, consideration and approval of the Asset Management Policy strengthens organizational accountability, supports efficient use of municipal resources, and provides a clear framework to guide ongoing asset management efforts in support of Council's strategic objectives.

#### **Strategic Relevance:**

- Proactively plan for and invest in the maintenance and management of our natural assets and built infrastructure.
- Ensure residents receive quality service that provides strong value for dollar.
- Empower our staff by investing in the training and tools they require.
- Pursue alternative revenue sources and equitable distribution of costs.
- Focus on prevention, mitigation, and preparation for natural disasters.

**Inclusion Considerations:**

The Asset Management Policy supports inclusive service delivery by ensuring all municipal infrastructure is planned and managed to serve a broad range of community needs over time. The policy fosters equity through transparent, lifecycle-based decision-making that helps ensure municipal infrastructure can continue to serve and benefit all residents.

**Relevant Legislation:**

- [Policy Development and Review Policy \(#A-101\)](#)

**Financial:**

The recommendation can be carried out within the existing approved budget and does not require additional financial resources at this time. The Asset Management Policy supports sound financial stewardship by promoting lifecycle-based planning, informed prioritization, and consistent decision-making related to municipal assets, helping ensure resources are allocated effectively over time.

**Attachments:**

- DRAFT Asset Management Policy

**Policy Title:** ASSET MANAGEMENT POLICY

**Policy #:** X-XXX

**Effective Date:** XXXX, 2026

**Date adopted by Council:** XXXX, 2026



## 1. POLICY STATEMENT

The Municipality of Jasper shall implement a coordinated and strategic approach to managing all municipal assets - both physical and digital - over their full lifecycle to ensure sustainable, equitable, and cost-effective service delivery.

This policy reflects the Municipality's commitment to responsible stewardship of municipal infrastructure and resources, transparent and evidence-based decision-making, alignment with recognized asset management standards, and the delivery of resilient and fiscally responsible services for current and future residents.

## 2. SCOPE

This policy covers all physical and digital assets owned, controlled, or operated by the Municipality, including infrastructure, fleet, equipment, facilities, and data systems. The policy applies to all municipal departments, employees, and decision-makers involved in the planning, acquisition, operation, maintenance, and disposal of municipal assets.

Digital assets for infrastructure and service delivery fall under this Policy; enterprise IT systems remain under the oversight of the IT Governance Steering Committee.

The Operations and Utilities Department provides strategic leadership for the Asset Management Program.

## 3. STANDARDS

The Municipality shall establish and apply a consistent, corporate approach to asset management that supports informed decision-making, service delivery, and long-term sustainability.

### 3.1 Governance and Direction

- Be guided by recognized asset management standards to support a shared language and consistent approach across the organization.
- Establish and maintain an Asset Management Committee (AMC) to support coordinated and cross-departmental asset management.
- Designate an Asset Management Team responsible for coordination and technical leadership of the Asset Management Program.

### 3.2 Asset Planning and Decision-Making

- Manage assets based on their full lifecycle, including cost, condition, performance, risk, environmental impact, and identification of critical assets.
- Apply risk-based planning principles to inform asset investment, maintenance, and replacement decisions.
- Define and track Levels of Service for major asset categories to align asset performance with community priorities and available resources.

**Policy Title:** ASSET MANAGEMENT POLICY

**Policy #:** X-XXX

**Effective Date:** XXXX, 2026

**Date adopted by Council:** XXXX, 2026



### **3.3 Implementation and Continuous Improvement**

- Support the development and maintenance of an integrated Asset Management Program that enables informed, data-driven decision-making.
- Provide for the establishment and regular updating of asset inventories and condition assessments.
- Foster continuous improvement and cross-departmental collaboration by supporting access to appropriate tools, training, and guidance.

### **3.4 Reporting and Organizational Alignment**

- Report on asset management performance, risks, and outcomes in a transparent and accountable manner to support decision-making by Senior Leadership and Council.
- Ensure that where asset management tools interface with enterprise information systems, alignment with established IT governance structures is maintained.

## **4. RESPONSIBILITIES**

### **Council:**

- Approve this Policy and any future revisions.
- Approve asset management strategies, plans, and funding through the annual budget process.
- Set priorities and strategic direction for asset management.

### **Chief Administrative Officer (CAO):**

- Approve supporting administrative procedures.
- Ensure organizational alignment with this Policy.

### **Directors and Managers:**

- Implement this Policy within their areas of responsibility.
- Integrate asset management considerations into departmental planning and budgeting.

### **Asset Management Committee (AMC):**

- Support the implementation of this policy.
- Provide asset management advice and recommendations to Senior Leadership through established governance channels.

### **All Staff:**

- Support responsible stewardship of municipal assets within their roles.

**Policy Title:** ASSET MANAGEMENT POLICY

**Policy #:** X-XXX

**Effective Date:** XXXX, 2026

**Date adopted by Council:** XXXX, 2026



## 5. DEFINITIONS

**"Asset"** means an item, thing, or entity that has potential or actual value to the organization.

**"Asset Management"** means the coordinated activity of an organization to realize value from assets in achieving its objectives.

**"Asset Lifecycle"** means the stages of an asset's existence, including planning, acquisition, operation, maintenance, and disposal.

**"Level of Service (LOS)"** means a defined standard or target related to the performance, condition, and capacity of an asset to meet community and organizational expectations.

**"Critical Asset"** means an asset whose failure would significantly impact public safety, regulatory compliance, financial liability, or core service delivery.

**"Risk-Based Planning"** means a method of prioritizing actions and resources based on an assessment of the likelihood and consequences of asset-related failures.

## AGENDA ITEM 7.2

### REQUEST FOR DECISION



**Subject:** Adoption of Jasper Off-Site Levies Bylaw (2026)

**From:** Bill Given, Chief Administrative Officer

**Prepared by:** Marley Pollock, Town Planner

**Reviewed by:** Beth Sanders RPP, Director of Urban Design & Standards  
Courtney Donaldson, Director of Operations & Utilities  
Leanne Pelletier, Municipal Housing Manager  
Lucas Sherwin RPP, Development Planning Manager  
Natasha Malenchak, Director of Finance & Administration

**Date:** February 10, 2026

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#### Recommendation:

- That Committee recommend Council give first reading to the Jasper Off-Site Levies Bylaw (2026) as presented; and
- That Committee recommend that Council set the date, time, and location of the public hearing for March 17, 2026, at 1:30 p.m. in the Quorum Room.

#### Alternatives:

- That Committee recommend that Council set an alternate the date, time, and location of the public hearing.

#### Background:

- **April 2015**, The Municipality's current [Off-site Levies Bylaw \(#187\)](#) was adopted.
- **July 2025**, the Municipality hosted two targeted workshops with local builders, contractors, and industry professionals to review and discuss the proposed 2025 Off-Site Levies Bylaw (summary attached).
- **August 2025**, Committee directed Administration to revisit the Jasper Off-Site Levies Bylaw and return to Committee of the Whole following the 2025 municipal election.
- **September 2025**, Council adopted the [Jasper Off-Site Levy Update \(2025\)](#).
- **September 2025**, Council adopted the [Jasper Utility Master Plan \(2025\)](#).
- **January 2026**, Administration engaged directly with local residents through two in-person public engagements. These sessions were advertised through the *Jasper Local* e-newspaper, Municipality of Jasper social media channels, and the Engage Jasper platform. In total, five (5) residents attended the sessions (summary attached).

#### Discussion:

An off-site levy is a charge imposed by a municipality and collected as a condition of development. The purpose is to allow municipalities to recover capital costs for new or expanded municipal infrastructure required to support new growth.

### Current challenges

Jasper's current Off-Site Levies Bylaw, adopted in 2015, no longer address the Municipality's infrastructure needs. The rates established nearly a decade ago are outdated and do not reflect the current costs of providing growth-related infrastructure. As a result, the Municipality is not collecting sufficient funds to cover the infrastructure required for net new development, and over time the financial responsibility has shifted from those benefiting from growth to the rest of the general tax base. Without updated rates, the gap between costs and revenues continues to widen, placing increasing pressure on municipal resources. In addition, the existing bylaw has proven difficult to administer in some areas, leading to added complexity for both staff and the public.

### Purpose of a new Off-Site Levies Bylaw

Updating the Off-Site Levies Bylaw offers an opportunity to realign costs with today's realities, simplify administrative practices, and ensure that growth contributes more fairly to the infrastructure it requires.

The proposed bylaw will modernize the Municipality of Jasper's framework for calculating, collecting, and administering levies by:

1. Providing clarity for users of the bylaw (administration, builders and contractors).
2. Providing predictability for the building industry.
3. Increasing transparency about how off-site levies are used and reported.
4. Ensuring that net new development pays for additional needed growth-related infrastructure.
5. Ensuring the cost calculations reflect current infrastructure needs and costs.
6. Aligning the Municipality's off-site levy practice with the requirements of the Municipal Government Act (Alberta).

### Capital budget planning

The Utility Master Plan (2025) and the Off-Site Levy Update (2025) identify existing infrastructure capacity, outline where upgrades or expansions will be needed to support new development and provide a methodology for distributing the associated capital costs for net new development through off-site levies in a transparent and equitable manner.

Without an effective off-site levies bylaw, the Municipality is left without the proper tools to recover the true costs of growth-related infrastructure demands which must ultimately be absorbed by the general tax base.

### Industry and community engagement

Feedback received through both industry and community engagement emphasized the importance of fairness and clarity, principles that this bylaw advances through evidence-based calculations and transparent administrative procedures.

As the adoption of an off-site levies bylaw is a statutory requirement under the Municipal Government Act (MGA), Council must hold a public hearing prior to giving second and third readings. In accordance with the MGA, notice of the public hearing must be advertised a minimum of two (2) weeks in advance, providing an opportunity for members of the public to review the proposed bylaw and make presentations to Council.

The Municipality of Jasper will meet these requirements in accordance with both the MGA and the Municipality's Advertising Bylaw, which prescribes the methods, timing, and content of public notices. Administration will ensure that notice of the public hearing is published in the required local media, posted on the Municipality's website, and shared through other prescribed communication channels to ensure broad



public awareness. This process supports transparency, accountability, and meaningful public participation in Council's consideration of the proposed Off-Site Levies Bylaw.

**Strategic Relevance:**

- Invest in infrastructure to support housing.
- Ensure residents receive quality service that provides strong value for dollar.
- Invest in developing community focused housing units.
- Take active and strategic steps to advance Jasper's interests, including the acquisition of land-use planning and development authority and attaining Resort Municipality Status.
- Build our internal capacity to advance our housing priorities.

**Inclusion Considerations:**

The proposed bylaw supports inclusion by enabling infrastructure growth to accommodate the development of additional housing in Jasper, as identified in the Housing Action Plan. Further, off-site levies are a means to ensure equitable development infrastructure costs, where net new development covers the costs for net new development, rather than the general tax base.

**Relevant Legislation:**

- *Alberta Municipal Government Act*
- [Municipality of Jasper Off-Site Levies Bylaw #187 \(2015\)](#)
- [Municipality of Jasper Advertising Bylaw #271 \(2025\)](#)

**Financial:**

The off-site levy rates proposed in Schedule "A" are grounded in detailed cost estimates provided by ISL Engineering and are based on the actual and projected costs of infrastructure upgrades necessary to support net new residential and non-residential development.

All levies collected will be held in dedicated reserve accounts and used exclusively for new capital projects related to water, sanitary sewage, and storm sewer drainage facilities.

**Attachments:**

- Jasper Off-Site Levies Bylaw (2026)
- Stakeholder Engagement Summary

MUNICIPALITY OF JASPER BYLAW #           

**BEING A BYLAW OF THE MUNICIPALITY OF JASPER WITH RESPECT TO THE  
DETERMINATION AND COLLECTION OF OFF-SITE LEVIES FOR THE DEVELOPMENT OR  
REDEVELOPMENT OF RESIDENTIAL AND NON-RESIDENTIAL PROPERTIES WITHIN THE  
TOWN OF JASPER**

**WHEREAS** in accordance with Section 5.4 of the Agreement for the Establishment of Local Government in the Town of Jasper, the Minister has agreed “... to require payment of all appropriate off-site levies by the developers to the Municipality of Jasper”;

**AND WHEREAS** Council of the Municipality of Jasper wishes to establish off-site levies for:

- (a) new or expanded facilities for the storage, transmission, treatment or supplying of water;
- (b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage, and;
- (c) new or expanded storm sewer drainage facilities

**AND WHEREAS** the Municipality has engaged ISL Engineering and Land Services Ltd. to prepare the Jasper Utility Master Plan dated August 21, 2025, and the Jasper Off-Site Levy Update dated August 21, 2025;

**AND WHEREAS** the Jasper Utility Master Plan details the water, sanitary sewage and storm sewage drainage facilities that are required to be constructed or upgraded as a result of subdivision or development or which are impacted by subdivision or development;

**AND WHEREAS** the Jasper Off-Site Levy Update considers the fair and equitable calculation and allocation of off-site levies for water, sanitary sewage and storm sewer drainage facilities;

**AND WHEREAS** based upon the information and principles set out in the Jasper Off-Site Levy Update and Jasper Utility Plan, the Council of the Municipality of Jasper wishes to adopt a bylaw to set out the object of off-site levies, set the amount of off-site levies, indicate how the off-site levies are determined and provide for the payment of off-site levies;

**NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA, DULY ASSEMBLY, ENACTS AS FOLLOWS:**

**1. Citation**

1.1. This bylaw may be cited as the “Jasper Off-site Levies Bylaw 2026”.

## **2. Definitions**

### **2.1. In this bylaw:**

- (a) “accessory dwelling unit” means an independent dwelling unit on a site that is associated with a larger principal dwelling unit. This term includes secondary suites, garden suites, and garage suites.
- (b) “Agreement for the Establishment of Local Government in the Town of Jasper” means the Agreement for the Establishment of Local Government in the Town of Jasper signed by the Minister of Canadian Heritage on June 13, 2001;
- (c) “building permit” means a document issued by the superintendent or their delegate under the Town of Jasper Land Use Policy that authorizes the construction, alteration, or demolition of a building. Where a building permit is issued by the Municipality of Jasper, it refers to the authorization granted under municipal bylaws and the Alberta Safety Codes Act for the same purposes.
- (d) “CAO” means the individual duly appointed to that position for the Municipality of Jasper at any given time and includes any person authorized to act for and in the name of that individual;
- (e) “consumer price index” means the consumer price index published annually by Statistics Canada to reflect rates of inflation;
- (f) “Council” means the Council of the Municipality of Jasper;
- (g) “development” means a building or an addition to or replacement of a building and includes redevelopment;
- (h) “development permit” means a document issued under the Town of Jasper Land Use Policy or the Municipality’s Land Use Bylaw, as the case may be, that permits a specific development and includes, where applicable, a plan or drawings, specification or other documents;
- (i) “dwelling unit” means two or more rooms connected as a separate unit in the same structure and constituting an independent unit for residential occupancy. Dwelling units include both primary and accessory units (secondary suites, garage suites and garden suites).

- (j) “gross floor area” means the total floor area of all floors of a building with a clear ceiling height of 1.8 metres or more, contained within the outside of the exterior and basement walls or glazing line of windows, but excluding enclosed or open parking and loading areas and floor areas devoted exclusively to mechanical or electrical equipment servicing the development;
- (k) “Jasper Community Sustainability Plan” means the Jasper Community Sustainability Plan approved by the Minister of Environment and Minister responsible for Parks Canada effective September 2011 pursuant to the *Canadian National Parks Act*, as amended or replaced from time to time;
- (l) “Minister” means the Minister responsible for the Parks Canada Agency in accordance with the *Canadian National Parks Act*;
- (m) “Municipality” and “Municipality of Jasper” means the Municipality of Jasper in Jasper National Park in the Province of Alberta;
- (n) “non-residential” means uses described in the Jasper Community Sustainability Plan, which are not residential;
- (o) “off-site levies” means the off-site levies established and authorized under Section 5.4 of the Agreement for the Establishment of Local Government in Jasper or Part 17 of the Municipal Government Act (Alberta), as the case may be, and described in this Bylaw;
- (p) “residential” means residential uses described in the Jasper Community Sustainability Plan including dwelling units in any form as described in the Town of Jasper Land Use Policy or the Municipality’s Land Use Bylaw, as the case may be;
- (q) “superintendent” means an officer appointed under the Parks Canada Agency Act who holds the office of superintendent of a park or of a national historic site of Canada, and includes any person appointed under the Act who is authorized by such an officer to act on the officer’s behalf, and
- (r) “Town” and “Town of Jasper” means the Town of Jasper as defined in the Agreement for the Establishment of Local Government in Jasper.

2.2. The following schedules are attached to and form part of this bylaw:

Schedule “A”: Off-Site Levies

### **3. Purpose and Object of Bylaw**

- 3.1. The purpose of this bylaw is to:
- (a) impose and provide for the payment of off-site levies in respect of the subdivision and development of lands in the Town of Jasper which will require or impact new or upgraded water, sanitary sewage and storm sewer drainage facilities;
  - (b) set out the object of the off-site levies, and;
  - (c) indicate how the amount of off-site levies was determined and will be calculated.
- 3.2. The object of the off-site levies set out in this bylaw is to pay for all, or any portion, of the capital costs for any or all of the following:
- (a) new or upgraded water, sanitary sewage and storm sewer drainage facilities required for or impacted by subdivision or development; and
  - (b) land required for or in connection with the facilities described in subsection (a).

### **4. Imposition of Levy**

- 4.1. The Municipality of Jasper requests the Minister to require payment to the Municipality of, and if applicable Council imposes, off-site levies for development within the Town of Jasper.
- 4.2. Off-site levies shall be determined, calculated and payable in accordance with the provisions of this bylaw.

### **5. Determination and Calculation of Off-Site Levies**

- 5.1. The off-site levies set out in this Bylaw were determined in accordance with the information and calculations from the Jasper Utility Master Plan and Jasper Off-Site Levy Update, which are incorporated into this bylaw by reference.
- 5.2. Off-site levies will be calculated as follows:
- (a) Residential: On a per dwelling unit basis, based on the increase in the total number of dwelling units as a result of the development. For the purposes of this Bylaw, “dwelling unit” has the meaning set out in the Town of Jasper Land Use Policy or the Municipality’s Land Use Bylaw, as the case may be, and includes on-site staff accommodation units.

- (b) Non-Residential: On a per square foot of gross floor area basis, based on the increase in the gross floor area as a result of the development as set out in Schedule “A” to this bylaw.
- 5.3. In the case of a development composed of a combination of residential and non-residential uses, off-site levies shall be calculated as the total sum of off-site levies for residential and non-residential uses for the development.
- 5.4. The determination of the increase in the total number of dwelling units or gross floor area as a result of a development shall be based on the plans and specifications found in the approved development permit for the development.
- 5.5. Off-site levies for non-residential development shall be calculated in accordance with Section 5.2 and Schedule “A” of this Bylaw, based on the gross floor area constructed as certified by the relevant authority or as otherwise determined by the Municipality at the time of issuance of an occupancy permit.
  - (a) Where off-site levies have not previously been paid, levies shall be calculated on the total gross floor area of non-residential development constructed, and;
  - (b) Where off-site levies have previously been paid, levies shall be calculated only on the portion of gross floor area that exceeds the gross floor area for which off-site levies have already been paid.
- 5.6. On March 1 of each year commencing March 1, 2026,
  - (a) the amount of off-site levies described in Schedule “A” to this Bylaw shall be altered by a factor equal to the most recently published Statistics Canada annual “all goods and services” Consumer Price Index figure for the Province of Alberta, and;
  - (b) the revised off-site levies will be published by the Municipality.

## **6. Payment of Off-site Levies**

- 6.1. Off-site levies shall become payable by a leaseholder to the Municipality:
  - (a) prior to the issuance of a building permit and after the issuance of a development permit to the leaseholder for the development for which off-site levies apply, if the development permit is approved by Parks Canada, or;
  - (b) at the time specified in the approved development permit or development agreement if the development permit is approved by the development authority for the Municipality.

and will be in addition to any other levies, fees or charges imposed as a condition of development permit approval.

- 6.2. Off-site levies shall be returned to the leaseholder with respect to any amounts of gross floor area or dwelling units for which off-site levies have been paid but which are certified by the relevant authority or determined by the Municipality as not constructed at the time of issuance of an occupancy permit for the development. No interest will be calculated or payable by the Municipality to the leaseholder.
- 6.3. Off-site levies shall be returned to the leaseholder with respect to:
- (a) any dwelling units for which off-site levies have been paid but with respect to which the building permit has expired as provided for and certified by the relevant authority or determined by the Municipality, and;
  - (b) any amounts of gross floor area for which off-site levies have been paid but with respect to which the building permit has expired as provided for and certified by the relevant authority or determined by the Municipality.
- No interest will be calculated or payable by the Municipality to the leaseholder.
- 6.4. Any payment of off-site levies imposed by this bylaw that is not paid when due is a debt owing by the leaseholder to the Municipality and will be subject to interest in accordance with any policies adopted by the Municipality from time to time.
- 6.5. Parks Canada shall not be liable for unpaid off-site levies due and payable by any leaseholder.

## **7. Exemptions**

- 7.1. Council may, from time to time and by resolution exempt from the collection of off-site levies:
- (a) development on lands owned in whole or in part by a public body or bodies, where such development will be used in whole or in part for public service purposes, or
  - (b) the development of lands which, in the opinion of Council, will not require or impact new or upgraded water, sanitary sewage and storm sewage drainage facilities.

## **8. Off-site Levies Administration and Fund**



- 8.1. All funds derived from the application of this bylaw shall be set up as reserve funds to pay all or part of the capital costs of all or any of the following:
  - (a) new, upgraded or expanded facilities for the storage, transmission, treatment or supplying of water;
  - (b) new, upgraded or expanded facilities for the treatment, movement or disposal of sanitary sewage, and;
  - (c) new, upgraded or expanded storm sewage drainage facilities.
- 8.2. Council delegates to the CAO the power and responsibility to administer and enforce this bylaw and establish, maintain and administer the off-site levies funds in accordance with this bylaw.
- 8.3. The CAO must, at least once per calendar year, provide Council with a report detailing all off-site levies imposed under this bylaw, collections and expenditures during the previous calendar year, unpaid off-site levy amounts owing as at the end of the previous calendar year.

## **9. Severability**

- 9.1. Each provision of this bylaw is independent of all other provisions. If any provision of this bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this bylaw will remain valid and enforceable.

## **10. Repeal and Effective Date**

- 10.1. This bylaw comes into force and effect on the date on which it receives third reading and is passed.
- 10.2. Bylaw #187, Jasper Off-site Levies Bylaw 2015, is repealed.

Municipality of Jasper Bylaw #         
Jasper Off-Site Levies Bylaw 2026

**READ** a first time this \_\_\_\_ day of \_\_\_\_\_ 2026

**READ** a second time this \_\_\_\_ day of \_\_\_\_\_ 2026

**READ** a third time and passed this \_\_\_\_ day of \_\_\_\_\_ 2026

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

**Schedule “A”**

**Off-site Levies**

	<b>Levy Rate</b>	
	<b>Non-Residential</b>	<b>Residential</b>
<b>Water</b>	\$2.19 / square foot	\$1,693.30 / dwelling unit
<b>Wastewater</b>	\$3.35 / square foot	\$2,593.07 / dwelling unit
<b>TOTAL</b>	\$5.53 / square foot	\$4,286.36 / dwelling unit

## Engagement Summary – Proposed Off-Site Levies Bylaw July 2025 & January 2026

### Purpose of Engagement

The Municipality of Jasper, in collaboration with ISL Engineering, hosted two targeted engagement sessions for industry professionals (July 2025) and two sessions targeted at residents (January 2026) to review and discuss the proposed 2026 Off-Site Levies Bylaw. The objectives of these sessions were to:

- Provide a high-level overview of off-site levies and their role in funding municipal infrastructure
- Compare the existing Off-Site Levies Bylaw #187 (2015) with the proposed 2026 version
- Highlight key changes related to structure and definitions, levy rates, administrative processes, exemptions and rebates, and the implementation timeline
- Address participant questions
- Gather feedback to inform the bylaw refinement process

### Engagement Format

Four sessions were held to accommodate participant availability and encourage broad industry and resident participation:

#### Industry Professionals:

- In-Person Session: Held locally with ten industry professionals in attendance on July 16, 2025.
- Virtual Session: Attended by three industry professionals on July 29, 2025.

#### Residents:

- In-Person Session: Attended by three residents on January 29, 2026.
- In-Person Session: Attended by two residents on January 30, 2026.

Participants were provided with contact information following the sessions and given the opportunity to review materials and submit feedback, questions, or comments at a later date.

## Feedback Summary

Theme	Industry Feedback	The 2026 Bylaw
<b>Clarity on When Off-Site Levies are Applicable</b>	Participants expressed a desire for clearer language outlining what types of development activity trigger off-site levies.	The 2026 bylaw explicitly states that only net new residential units or increases to non-residential gross floor area trigger a levy. Like-for-like rebuilds are exempt, which was not clearly defined in the 2015 bylaw.
<b>Transparency of Fund Usage</b>	There was a desire for greater transparency around how collected levies are used to support infrastructure.	Both bylaws require levies to be held in reserve funds. The 2026 bylaw improves clarity by formally delegating authority to the CAO to administer and manage levy funds.
<b>Support for On-Site Staff Accommodation</b>	One participant advocated for rebates or grants to support on-site commercial staff housing.	Administration recommends exploring financial incentive programs separate from the off-site levies bylaw.
<b>Clarity on Rate Calculations</b>	Participants requested clearer understanding of how levy rates are calculated.	The 2026 bylaw references the 2025 Off-Site Levy Report and 2025 Utility Master Plan and standardizes calculations: per unit for residential and per ft <sup>2</sup> for non-residential.
<b>Support for Green Energy Initiatives</b>	Stakeholders wanted more modern support for green building initiatives.	Administration recommends incentives through flexible programs rather than embedding rebates in the bylaw. The new bylaw does not include green initiative rebates.

## AGENDA ITEM 7.3

### REQUEST FOR DECISION

**Subject:** Tax Policy – Principles & Engagement Approach

**From:** Bill Given, Chief Administrative Officer

**Reviewed by:** Natasha Malenchak, Director of Finance & Administration  
Lisa Riddell, Community Development Manager  
Amanda Stevens, Communications Manager

**Date:** February 10, 2026

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#### Recommendation:

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.

#### Alternatives:

- That Committee receive the report for information and take no further action.
- That Committee direct Administration to revise the proposed areas of focus and guiding principles prior to engagement.
- That Committee refer the matter to the upcoming strategic planning session for further discussion.

#### Background:

- **May 2024**, Council passed the following motion:  
*"That Committee recommend Council direct Administration to maintain the current tax rate ratio for the 2024 tax year; and That Committee direct Administration to develop a draft Property Tax and Business Tax policy, for consideration prior to the 2025 budget discussions."*
- **May 2025**, Council directed Administration to set up a workshop to look at the residential/business taxation split.
- **August 2025**, Administration facilitated a Council workshop and presented an RFD recommending that policy development proceed following the 2025 municipal election. Council passed the following motion:  
*"That Committee direct Administration to develop a tax policy and return to a meeting following the 2025 municipal election."*

#### Discussion:

Developing a property and business taxation policy gives Council a chance to set clear and consistent direction for future tax decisions. In line with earlier Council direction—and recognizing that tax issues can be complex in Jasper—Administration is recommending a step-by-step approach. The first step is to ask the public and key stakeholders for feedback on some key ideas.

This report outlines those ideas, including possible focus areas and guiding principles, and proposes a way to gather input before bringing back a draft policy for Council to consider.

#### Proposed Areas of Focus and Guiding Principles

To support a consistent and transparent framework for municipal taxation decisions, Administration proposes a set of areas of focus and guiding principles that could form the foundation of a formal property and business taxation policy.

## Areas of Focus

- **Share of Municipal Expenditures Funded by Property Taxation**  
Considering the usefulness of a target or range for how much property taxes contribute to municipal operating budgets
- **Distribution Between Residential and Non-Residential Property Classes**  
Considering the usefulness of a tax ratio target or range.
- **Comparator Communities**  
Evaluating whether other communities are useful comparators to contextualize Jasper's tax environment.
- **Appreciation-Restricted Cooperative Housing (Co-Ops)**  
Considering how to improve tax equity between Co-ops and market-rate equivalents.
- **Private Home Accommodations (PHAs)**  
Formalizing the property tax treatment of PHAs
- **Transition and Phase-In**  
Flexibility to implement changes gradually in consideration of affordability and administrative impacts.

## Guiding Principles:

- **Transparency and Predictability** – Provide clear, understandable tax decisions.
- **Equity and Fairness** – Reflect differences and similarities in use, demand, and value.
- **Affordability and Community Resilience** – Consider the financial pressures faced by residents & businesses.
- **Economic Competitiveness** – Evaluate broader economic impacts and business climate.
- **Evidence-Based Decision-Making** – Approach decisions with data and comparative analysis.
- **Adaptability Over Time** – Support consistency while remaining responsive to change.

These elements are presented for discussion and refinement through engagement with the public and stakeholders prior to drafting a policy for formal Council consideration.

## Proposed Engagement Approach

In alignment with Council's direction and best practices in civic engagement, Administration proposes a two-phase engagement process to both inform and gather feedback from the community.

### Phase One: *Education and Principle Setting*

#### Targeted Stakeholder Workshop

A structured stakeholder workshop for the general public, business operators, commercial property owners, other business focused organizations, PHA operators and Co-op residents will provide a forum for focused dialogue on taxation issues. Breakout discussions will be used to ensure balanced participation and to surface differing needs.

#### Educational Tools and Visualizations

Plain-language materials, visual aids, and simulations will explain:

- The difference between assessment and taxation
- The structure of municipal tax classes
- The current contribution of different tax classes to municipal revenue
- The current contribution of
- The relationship between tourism and service demand
- Current tax treatment of PHAs and Co-ops

#### EngageJasper Digital Platform

Broad participation will be supported by making all educational content and opportunities to provide feedback will be available online via EngageJasper. This platform supports wide participation by stakeholders whether they are physically present in Jasper or in remote locations and can be promoted to all residents through both traditional media and the municipality's social media platforms. Printed packages and one-on-one support can be made available for those without



internet access.

### **Phase Two: *Feedback on Policy Alternatives***

Draft policy alternatives, developed in response to input from Phase One, will be posted on EngageJasper. Interactive tools (e.g., sliders, trade-off visualizations, comparison tables) will help users understand the implications of different policy choices. Feedback will be collected online and supplemented with support for those requiring offline participation.

### **Transparency and Feedback Loop**

A “*What We Heard*” report will follow each phase, summarizing public input and outlining how it shaped the next stage. These summaries will be published on EngageJasper, distributed via municipal channels, and included in Council agenda materials.

### **Returning To Council**

Results from both phases of engagement will be used to craft a draft policy which will be presented at a future committee of the whole meeting.

This process aligns with the IAP2 “**Inform–Consult–Involve**” levels. Administration will make clear that Council retains final decision-making authority while public input meaningfully shapes the development of the policy.

### **Strategic Relevance:**

- Ensure residents receive quality service that provides strong value for dollar.
- Communicate and engage with residents.
- Pursue alternative revenue sources and equitable distribution of costs.

### **Inclusion Considerations:**

The engagement plan emphasizes accessibility and tailored outreach. It includes digital and printed materials, plain-language explanations, and structured opportunities for stakeholder groups to contribute meaningfully. Special effort will be made to include voices not typically engaged in municipal processes, including renters, Co-op members, and small businesses that lease space.

### **Relevant Legislation:**

- [Alberta Municipal Government Act](#)
- [Policy A-101 – Policy Development and Review](#)
- [Policy A-104 – Public Participation](#)

### **Financial:**

The engagement process will be delivered using existing staff resources.

### **Attachments:**

- None

## MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)	STATUS
Jasper Skatepark Committee	March 19, 2024	CAO and Director of Finance & Administration	That Council authorize, in principle, interim financing to the Jasper Skatepark Committee, not to exceed \$150,000, with loan details to be presented to Council following completion of the Skatepark construction.	March 2026	
Parcel CH Access Road & Spruce Avenue Development Tender Award	September 17, 2024	CAO	That Council direct Administration to initiate a Local Improvement Bylaw process to recover the servicing costs the Parcel CH Access Road from benefitting adjacent parcels.	February 2026	
Transit Bus RFP	November 19, 2024	CAO	That Council direct Administration to reissue an RFP in spring of 2025 for the procurement of electric buses and/or any other viable zero emission options.	March 2026	
Jasper Artists Guild Lease	April 22, 2025	CAO	That Committee refer the correspondence from the Jasper Artists Guild to Administration for a report back at a future Committee of the Whole meeting.	April 2026	
Indigenous Relations Framework	July 15, 2025	Director of Community Development	That Committee direct Administration to engage Indigenous Partners and Indigenous residents to develop a strategy based on the framework – and return to a future meeting.	May 2026	
Adoption of Jasper Off-Site Levies Bylaw 2025	August 26, 2025	Director of Urban Design and Standards	That Committee direct Administration to consider the Jasper Off-Site Levy Bylaw in the context of discussions today and return to a Committee of the Whole meeting after the 2025 municipal election.	February 2026	
Property and Business Tax Policy	August 26, 2025	Director of Finance & Administration	That Committee direct Administration to develop a property and business tax policy and	February 2026	

			return to a meeting following the 2025 municipal election.		
<b>Recovery Advisory Committee Terms of Reference</b>	<b>November 18, 2025</b>	<b>Director of Recovery</b>	That Committee direct Administration to return to a future Committee of the Whole meeting with recommendation regarding potential amendments to the Terms of Reference for the Recovery Advisory Committee.	<b>March 2026</b>	
<b>Royal Canadian Legion Branch #31</b>	<b>November 18, 2025</b>	<b>Director of Community Development</b>	That Committee direct Administration to work with the Legion to develop a way forward regarding the Jasper Cenotaph and return to a future Committee of the Whole meeting with recommendations.	<b>May 2026</b>	
<b>Jasper Artists Guild</b>	<b>November 18, 2025</b>	<b>Director of Community Development</b>	That Committee direct Administration to enter into discussions with the Jasper Artists Guild regarding potential for a sub-lease renewal and return with recommendations to a future Committee of the Whole meeting in the new year.	<b>April 2026</b>	
<b>Memorandum of Understanding to Redevelop Anglican &amp; United Church Lands</b>	<b>January 13, 2026</b>	<b>Director of Urban Design &amp; Standards</b>	That Committee direct Administration to prepare a Memorandum of Understanding with the Anglican Church and United Church and return to a future meeting.	<b>March 2026</b>	
<b>Urban Design &amp; Standards Budget</b>	<b>January 13, 2026</b>	<b>Director of Urban Design &amp; Standards</b>	That Committee direct Administration to bring forward a review of the 2026-2030 Urban Design & Standards budget including projected revenue and expenditure assumptions; and the historical basis for these assumptions, and bring a report back to the March 10, 2026 Committee of the Whole meeting.	<b>March 2026</b>	
<b>SKIJORING for MS</b>	<b>January 27, 2026</b>	<b>CAO</b>	That Committee direct Administration to work with other interested local organizations to investigate; with SKIJORING for MS, the feasibility of hosting a skijoring event in Jasper in subsequent years and to return to a future Committee of the Whole meeting with a report and recommendations.	<b>April 2026</b>	

2025 Annual Transit Service Update	January 27, 2026	Director of Operations & Utilitites	That Committee direct Administration to return to Committee with the results of the 2027-2031 Transit Business Plan prior to July 2026.	June 2026	