

Municipality of Jasper
Committee of the Whole Meeting Agenda
June 23, 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 Kongsrud to chair meeting

2. Additions to agenda

3. Approval of agenda

3.1 June 23, 2026 Committee of the Whole agenda attachment

4. June 9, 2026 Committee of the Whole meeting minutes attachment

4.1 Business arising from minutes

5. Delegations

5.1 Jasper Park Cycling Association attachment

6. Correspondence

7. New business

7.1 Jasper Recovery Coordination Centre Year Two Recovery Report attachment

7.2 Jasper Transit Business Planning Update attachment

7.3 Streetscape Design Standards & Guidelines – Project Update attachment

7.4 Encroachment Bylaw (2026) attachment

7.5 Tennis Court Refurbishment Project Sponsorship Program attachment

7.6 Alberta Police Funding Model attachment

7.7 Records Retention and Disposition Bylaw attachment

7.8 Affordable Housing Property Tax Grant Program attachment

7.9 Arnica Avenue Servicing Cost Recovery Policy attachment

8. Motion Action List attachment

9. Councillor upcoming meetings

10. Upcoming events

Jasper Junior/Senior High School Graduation – 1pm, June 25, Jasper Jr/Sr High School gymnasium

No Council Meeting (fifth Tuesday in month) – June 30

[Canada Day Pancake Breakfast, Flag Raising, Parade, and more](#) – July 1, Commemoration Park

Jasper Municipal Housing Corporation Annual General Meeting – 1pm, July 9, Quorum Room

11. Adjournment

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

Assessment
#253/26

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

That Committee direct Administration to return to a future Committee of the Whole meeting prior to 2026 budget presentations with a report identifying opportunities for Council and the Municipality to support the recommendations and strategic actions in the report presented today.

FOR	AGAINST	
6 Councillors	1 Councillor (Kongsrud)	CARRIED

Correspondence none

Recess Deputy Mayor Kongsrud called a recess from 11:17am to 11:27am.

Welcoming Week
2026
#254/26

MOTION by Councillor Rodger that Committee recommend Council proclaim June 14–20, 2026, as Welcoming Week in Jasper; and

That the proclamation be amended to add to the last preamble:

- “where everyone is valued and has the opportunity to contribute and to share in the benefits”.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Planning &
Development
Advisory
Committee
Membership
#255/26

Committee discussed correspondence received at last week’s Regular Council meeting from Parks Canada regarding the Planning & Development Advisory Committee. Director of Urban Design & Standards Beth Sanders reviewed the role of the advisory committee and future considerations.

MOTION by Mayor Ireland that Committee recommend Council accept the Jasper Field Superintendent’s invitation for members of Council in their individual capacity to serve as members of the Planning & Development Advisory Committee; and

That the Mayor identify the five individuals to serve as regular members of the committee, two individuals to serve as alternates on the committee, and the chair of the committee.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

External Funding
Trends &
Community
Outreach Services
Capacity
#256/26

Committee received a report from Administration regarding changes to funding affecting Community Outreach Services. Beth Leblanc, Community Outreach Services Manager, reviewed the report and answered Committee questions.

MOTION by Councillor Waxer that Committee receive this report for information; and

That Committee direct Administration to report on options to maintain community social service levels as part of 2027 budget deliberations.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Councillor Melnyk left the meeting at 12:30pm.

Recess Deputy Mayor Kongsrud called a recess from 12:30pm to 1:30pm.

Regional Assessment Review Board Appointments #257/26 Director of Finance & Administration Natasha Malenchak presented a report regarding the Regional Assessment Review Board to Committee for consideration.

MOTION by Councillor Hall that Committee recommend Council appoint Melissa Delorme from the Town of Hinton as the Designated Clerk for the Regional Assessment Review Board for West Yellowhead for a 1- year term starting June 16, 2026; and

That Committee recommend Council appoint Lyla Mozel from the Town of Hinton as the Designated Chair for the Regional Assessment Review Board for West Yellowhead for a 1- year term starting June 16, 2026.

FOR	AGAINST	
6 Councillors	0 Councillor	CARRIED

Information Technology Acceptable Use Policy #258/26 Committee received a draft policy for discussion regarding the acceptable use of technology. CAO Bill Given and Information Technology Coordinator Joe Campbell reviewed the draft policy and answered Committee questions.

MOTION by Councillor Frechette that Committee recommend Council approve the Information Technology Acceptable Use Policy as presented.

FOR	AGAINST	
6 Councillors	0 Councillor	CARRIED

Motion Action List Administration reviewed the Motion Action List.

#259/26 MOTION by Councillor Waxer that Committee approve the updated Motion Action List with the removal of the following items:

- First part of motion for “Lot HG (CH) Development”

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Councillor upcoming meetings Councillor Frechette will be at the Early Childhood Community Conversation tomorrow which is the last one prior to summer break.

Councillor Hall will be at a Recovery Advisory Committee meeting on Thursday and a Climate Caucus meeting later the same day.

Councillor Hall is attending a meeting of the Yellowhead Regional Library Board this Monday.

Councillor Kongsrud attended the Adults & Seniors Community Conversations last Wednesday.

Councillors Rodger and Councillor Kongsrud plan to attend the monthly meeting of the Jasper Municipal Housing Corporation later this month.

Mayor & Council all plan to be at the pancake breakfast for Canada Day on July 1st.

Upcoming Events Council reviewed a list of upcoming events.

Adjournment #260/26 MOTION by Mayor Ireland that, there being no further business, the Committee of the Whole meeting of June 9, 2026 be adjourned at 1:52pm.

FOR
6 Councillors

AGAINST
0 Councillors

CARRIED



June 13, 2026

Mayor and Council
Municipality of Jasper
Jasper, AB T0E 1E0

Subject: Request for Funding - Jasper Bike Park (Phase Two)

Dear Mayor and Council,

The Jasper Park Cycling Association would like to formally request funding of up to \$150,000 to support Phase Two of the Jasper Bike Park's construction. This contribution will bridge our fundraising gap and allow the bike park's completion this year, creating a fully realized space for recreation, skills development, and community gathering.

The Jasper Bike Park project aligns with the Municipality's strategic priorities to improve community spaces and support the visitor economy. Bike parks encourage outdoor physical activity and promote physical and mental health. Inclusive of all ages and skill levels, our bike park will serve as a gathering place for local youth and young families. It also caters to visitors and will boost Jasper's appeal as a mountain biking destination. These impacts will only be realized once the bike park is fully constructed.

This project has demonstrated strong community support. Countless volunteer hours and donations from 27 local businesses have got the project to where it is now. The Municipality's contribution, leveraged by our fundraising, is a financially responsible investment in a sustainable and inclusive community space.

Please find additional details about the project enclosed with this letter. Regardless of Council's decision, construction will start in September 2026 and proceed to the extent that our funding allows. We look forward to the possibility of working with you to bring the Jasper Bike Park project to fruition.

Sincerely,

Francois Grenier
President, JPCA
780-852-5299
francois.grenier@jasperparkcycling.com

Jamie Myers
Vice President, JPCA
780-977-2720
jamie.myers@jasperparkcycling.com



About Us

The Jasper Park Cycling Association (JPCA) is a registered non-profit society formed in 2012. Our mission is to promote cycling as a form of active living and community connection in Jasper. We facilitate weekly group rides, youth cycling programs, community events, and advocacy for biking infrastructure. In 2025, our membership total reached 340, which included 130 youth members.

What is a Bike Skills Park?

Bike skills parks are dynamic outdoor spaces where individuals of all ages and abilities can safely learn and practice essential bike handling skills. By providing a controlled environment for progression, these parks foster confidence, encourage regular physical activity, and help participants build lifelong habits of healthy living. Our bike park is designed to be fun, challenging, and accessible, promoting cycling as a sustainable and inclusive form of recreation.

Project Background

In 2016, JPCA enlisted Hoots Ltd. to design the bike park and lead the public consultation process. A public meeting was held to showcase all the different elements that can be included in a bike skills park, garnering 65 attendees and 31 survey responses. The community identified these elements as a priority to be included within the bike park:

- Kid zones and family-friendly areas.
- Multiple progression lines to cater to different skill levels.
- Low-risk options for younger or less experienced riders.
- Natural-looking features that blend with the landscape.
- Amenities like benches, water fountains, and picnic tables.
- Maintenance was highlighted as essential for long-term usability.

In 2022, JPCA and Hoots Ltd. successfully completed Phase One of the project with the construction of three key areas:

- **Start Hill:** Primary starting point for riders entering the jump trails. The elevated terrain provides riders with the necessary momentum to safely and effectively navigate the jump features.
- **Beginner and Intermediate Jump Trails:** Two distinct jump trails leading into a U-shaped berm (a banked turn), which guides riders back along a pump track and returns them to the start hill.
- **Drop Zone:** Features drop structures of varying heights and styles, allowing users to refine their technical skills and progress at their own pace.



Moving Forward

JPCA is now fundraising for **Phase Two** of the Jasper Bike Park's construction. This next phase will bring the park to completion, creating a fully realized space for skill progression, recreation, and community gathering. Phase Two will expand the start hill and introduce three new features:

- **Beginner Pump Track:** Undulating trail circuit that is approachable for new riders and young children. Users "pump" their bike through the circuit, creating momentum without pedalling. This rollercoaster feeling is what makes pump tracks so fun, and is the reason they are a staple feature of bike skills parks.
- **Wood Skills Circuit:** Features wooden boardwalks that riders navigate through at slow speed, challenging their balance and coordination skills. Designed with elements of varying difficulties to appeal to all levels and encourage skill progression.
- **Advanced Jump Trail:** A third jump trail, completing the progression sequence for this skill. While large, these jumps are designed with wooden take-offs for consistency and predictability, while the dirt landings provide forgiveness if the rider under or over-jumps.

Phase Two construction will proceed in Fall 2026 to the extent that fundraising allows. Hoots Ltd. has pledged to put any cost savings back into the project. Material donations are actively being sought and are expected to substantially reduce the total project budget. The completed bike park will open to the public in Spring 2027.

Project Rationale

While Jasper has plenty of biking trails, many of them are challenging and difficult to access from the townsite. Getting lost, injured, or encountering wildlife are real hazards, and this can be discouraging for those who are just getting into the sport. A bike park offers a safe and supportive space where riders can build confidence, learn new techniques, and have fun. When people have facilities that support their growth in a sport, they are more likely to stick with it.

The Jasper Bike Park is inclusive of all ages and skill levels, and has a particular impact on youth and young families. Kids can ride and play while parents supervise, socialize, and enjoy the outdoors together. The bike park will also serve as an ideal setting for our youth coaching programs. Bike park features key in on specific movements and skills, allowing repetitive practice. Additionally, many different skills can be taught in a relatively small area, making it easier for coaches to supervise and provide feedback.



An investment in the bike park is an investment in community wellness. By improving accessibility and encouraging mountain biking as a form of recreation, the bike park helps promote outdoor physical activity. Outdoor physical activity is strongly correlated with a reduced risk of many chronic diseases and improved mental health outcomes.

Jasper's potential in the domain of mountain biking is not yet fully realized, and expanding the bike park will be a major step forward in putting Jasper on the map as a mountain biking destination. Economically, bike parks attract tourism, increase local spending, and can raise property values. Communities like Squamish, BC and Golden, BC have seen significant returns from investing in bike infrastructure, with increased revenue for local businesses and job creation. Our bike park addresses an issue raised in Tourism Jasper's 2023 Visitor Satisfaction Survey, which found that visitors want more "free or low-cost activities suitable for families." Given its location, the Jasper Bike Park is freely accessible to families staying at Whistlers and Wapiti campground.

Improvement of community spaces is a big part of Jasper's recovery following the 2024 wildfire. The Jasper Bike Park is situated in a highly visible fire-affected area of town. Interim housing is installed immediately adjacent, and the bike park has become part of a popular walking loop. New housing development at this end of town will only lead to increased use. The completion of the bike park will contribute to Jasper's overall revitalization, offering a source of pride, healing, and joy for residents—especially those most impacted by the disaster.

Since its inception, the Jasper Bike Park project has consistently demonstrated a high degree of community engagement. From the first public consultation meeting, to the 27 local businesses who have generously donated to the project, to the huge attendances we've garnered at our fundraising events, and the countless hours of volunteer time spent planning and fundraising for the project—there has been no shortage of community involvement.



Fundraising - Secured

Fundraising Events	\$27,877
Community/Business Donations	\$80,519
Total	\$108,396

Fundraising - Pending

CFEP Grant (July notification)	\$80,000
BCF Grant (June notification)	\$25,000
Community/Business Donations	\$10,000
Merchandise Sales	\$24,000
Total	\$139,000

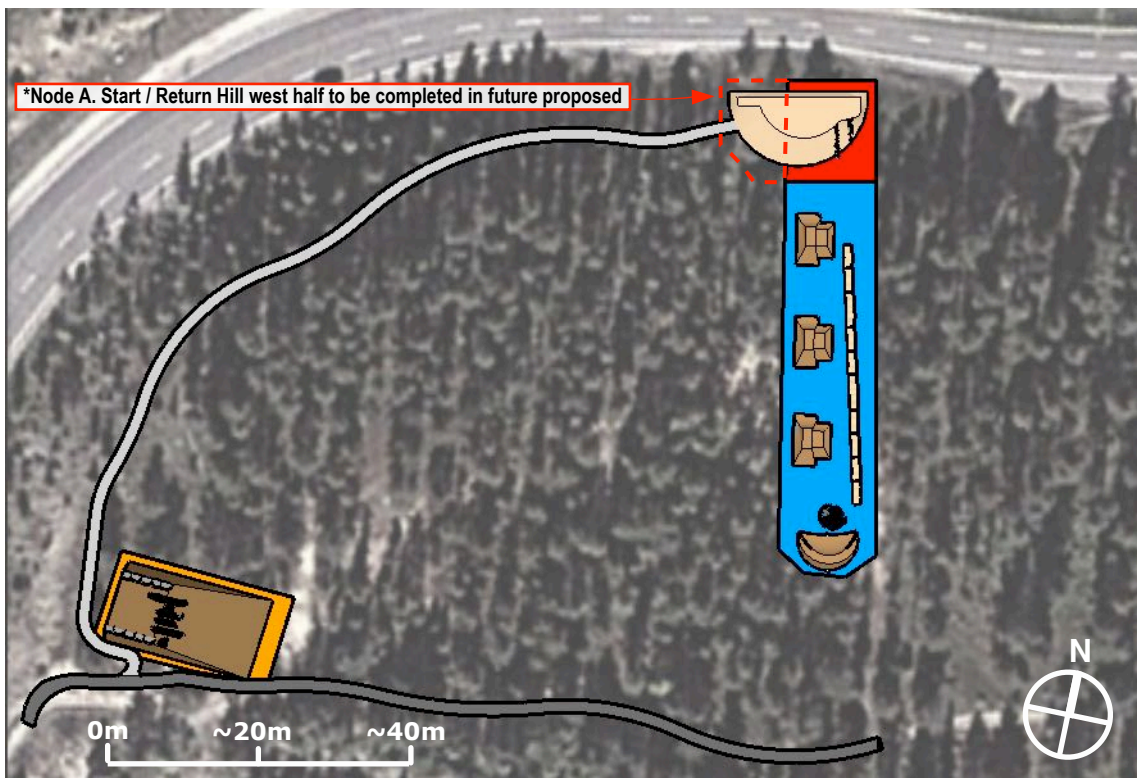
Total Projected Fundraising (secured + pending) = \$247,396

Cost Estimate

Start Hill Expansion, Beginner Pump Track, Wood Skills Circuit, Advanced Jump Trail

Machines	\$58,638
Materials - Dirt & Crusher	\$104,531
Materials - Other	\$47,183
Labour	\$135,375
Total	\$345,727

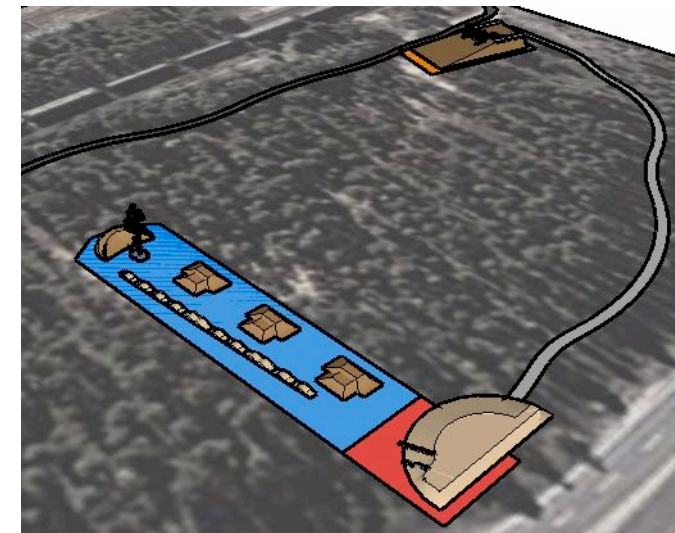
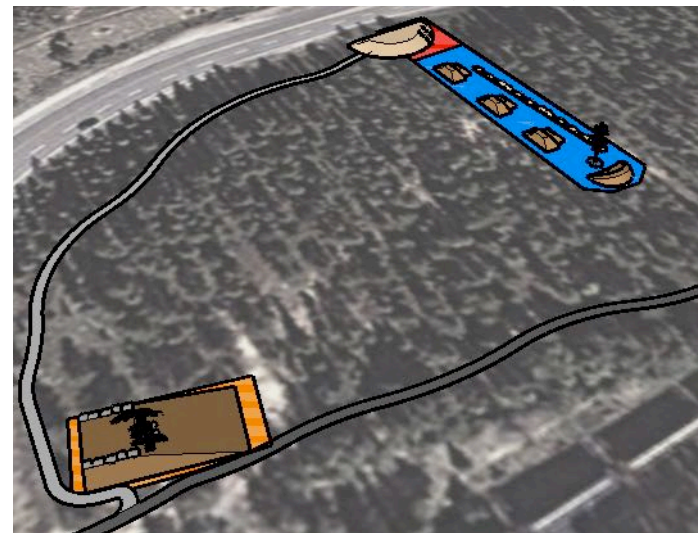
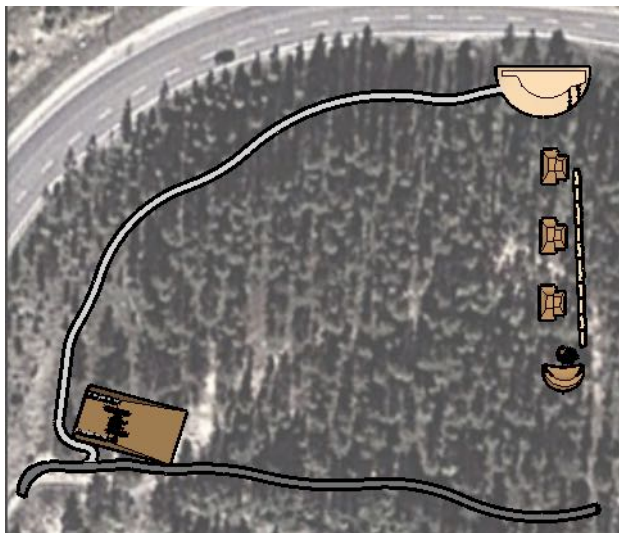
Expected Funding Gap (Cost - Expected Fundraising) = \$98,331



Skills Park Nodes

A	Start / Return Hill	●■◆	Phase 1*
B	Start/Return, Prog. Drop Zone	●■◆	Phase 1
C	Pump Track, Beginner	●	future proposed
D	Pump Track, Advanced	●□◆	future proposed
E	Beginner Jump Area	●□	Phase 1
F	Advanced Flow Jump Trail	◆	future proposed
G	Wood Skills Circuit	●□◆	future proposed

	width	difficulty	Trails
Phase 1	6'6" (2.0m)	●	Compact Gravel Perimeter Trail (bi-directional)
future proposed	3'3" (1.0m)	●□◆	Natural Surface Skills Zone Trail (bi-directional)



Hoots Ltd.
2537 Byron Rd.
North Vancouver, BC
V7H 1L9
604.808.6075
info@hoots.ca

Feature: Jasper Bike Skills Park - Phase 1 As-Built
Park: Jasper National Park, Jasper, Alberta

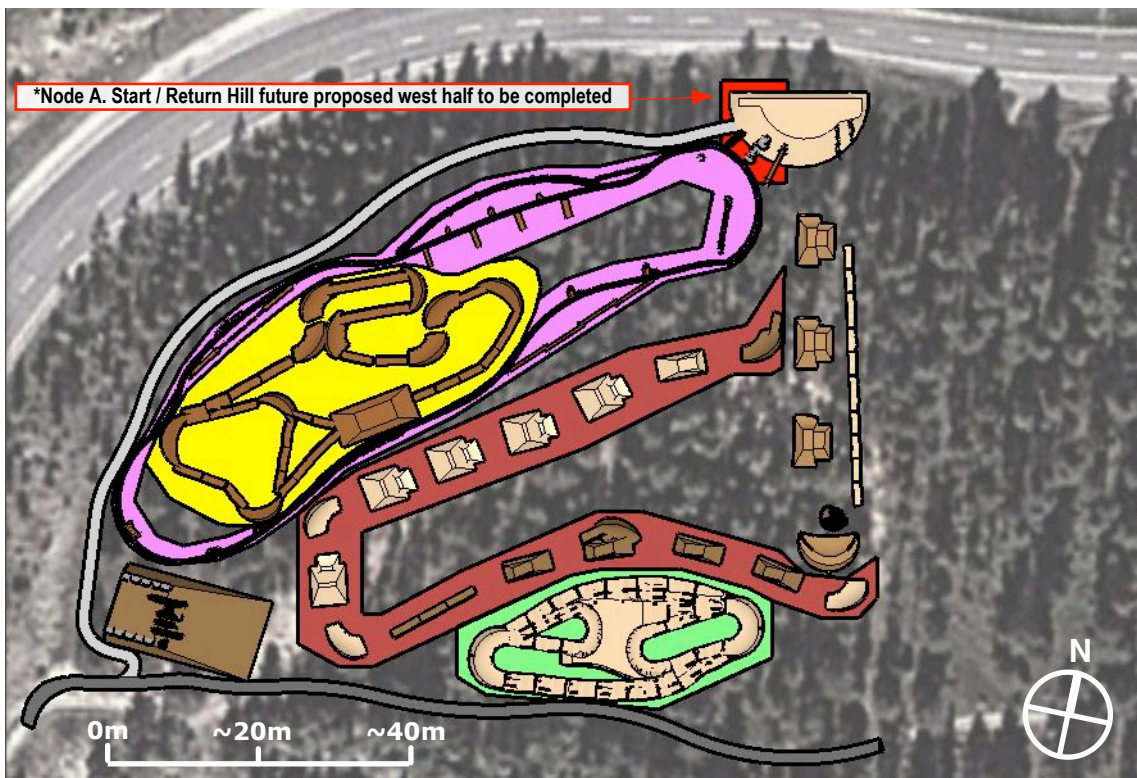
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Designed by: JH
Date: Fall 2022

*not to scale

Dwg Sheet 1 of 2
As-Built Bike Park
Phase 1 Nodes -
Layout & Overall

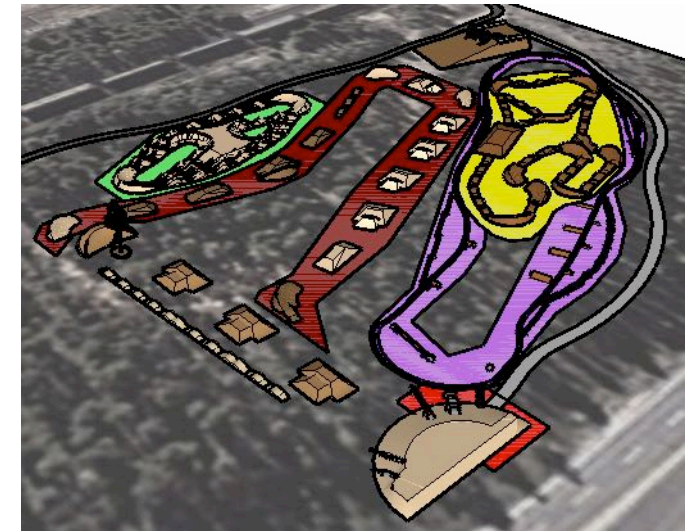
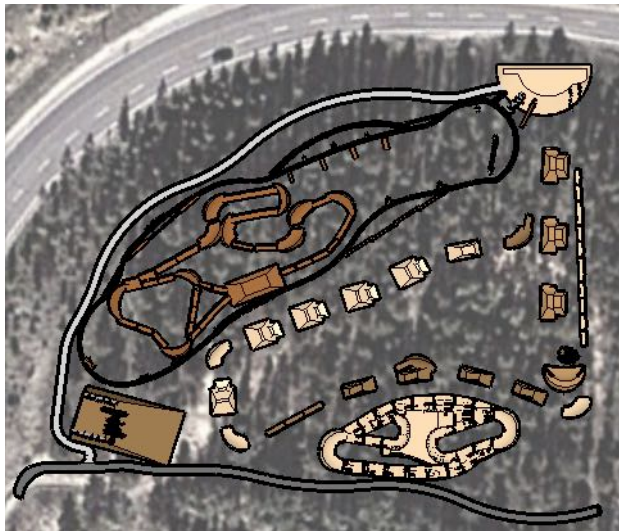
(see Sh 2 for Future Proposed)



Skills Park Nodes

A	Start / Return Hill	●■◆	future proposed*
B	Start/Return, Prog. Drop Zone	●■◆	Ph 1 completed
C	Pump Track, Beginner	●	future proposed
D	Pump Track, Advanced	●■◆	future proposed
E	Beginner Jump Area	●■	Ph 1 completed
F	Advanced Flow Jump Trail	◆	future proposed
G	Wood Skills Circuit	●■◆	future proposed

	width	difficulty	Trails
Ph 1 completed	6'6" (2.0m)	●	Compact Gravel Perimeter Trail (bi-directional)
future proposed	3'3" (1.0m)	●■◆	Natural Surface Skills Zone Trail (bi-directional)



Hoots Ltd.
2537 Byron Rd.
North Vancouver, BC
V7H 1L9
604.808.6075
info@hoots.ca

Feature: Jasper Bike Skills Park - Future Proposed
Park: Jasper National Park, Jasper, Alberta

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Designed by: JH
Date: Fall 2022

*not to scale

Dwg Sheet 2 of 2
Future Proposed
Bike Park Nodes -
Layout & Overall
(see Sh 1 for Ph 1 Completed)

AGENDA ITEM 7.1

REQUEST FOR DECISION

Subject: Jasper Recovery Coordination Centre Year 2 Progress Report
From: Bill Given, Chief Administrative Officer
Prepared by: Doug Olthof, Director of Recovery
Date: June 23, 2026



Recommendation:

- That Committee receive the *Jasper Recovery Coordination Centre Year 2 Progress Report* for information.

Alternatives:

- That Committee direct administration to make amendments to the *Jasper Recovery Coordination Centre Year 2 Progress Report* for presentation at a future Committee of the Whole meeting.

Background:

- On August 13, 2024, Council passed a motion to direct administration to develop draft governance and organizational structures for a Recovery Office and terms of reference for a Recovery Committee and to establish a Director of Recovery position reporting to the CAO.
- On August 22nd, 2024, the Jasper Recovery Coordination Centre (JRCC) was established, as a partnership between Parks Canada and the Municipality of Jasper to guide the recovery process.
- On July 17, 2025, Council approved the *Jasper Recovery Framework* and *Jasper Recovery Coordination Centre Year 1 Progress Report*.

Discussion:

The *Year 2 Progress Report* is structured around the priorities and objectives set out in the *Jasper Recovery Framework* and follows the template set out in the *JRCC Year 1 Progress Report*.

Under each priority, it contains a summary of actions undertaken against each objective over the second year of the recovery period. Each of those actions is then identified as being “complete”, “ongoing”, “updated”, “operational” or an “area of future focus.” In that way, the report presents a summary of accomplishments to date, a present-day snapshot of ongoing recovery activities, and a projection of recovery activities in the months and years ahead.

Year Two Recovery Highlights

The Jasper Recovery Coordination Centre's Year Two Progress Report demonstrates continued advancement across all six recovery priorities identified in the Jasper Recovery Framework. Key accomplishments during the reporting period include:

Debris Management

- Debris removal has been completed on 99% of wildfire-impacted properties, with 95% having received Certificates of Completion.
- Environmental remediation and monitoring activities continue to support public health and environmental protection.

Interim Housing

- Interim housing capacity expanded to 505 units across multiple sites.
- More than 760 residents (416 households) were living in interim housing as of June 2026.
- Interim housing continues to support workforce retention, housing employees from approximately 110 Jasper businesses.

Rebuilding Homes and Businesses

- 160 building permits representing 353 dwelling units have been approved through rebuilding applications.
- Housing Action Plan amendments, wildfire resilience measures, and development process improvements have been implemented to support rebuilding and future housing growth.
- Construction of the Jasper Municipal Housing Corporation's 40-unit below-market housing project continues.

Social Recovery

- Recovery outreach, mental health supports, community events, and volunteer initiatives continued to foster community well-being and connection.
- A second community needs assessment was completed, receiving 584 responses, helping inform ongoing recovery priorities.

Economic Recovery

- Interim commercial and industrial spaces remain operational, supporting businesses displaced by the wildfire.
- Community Futures West Yellowhead has allocated \$2.17 million in non-repayable business contributions and provided low-interest loans to affected businesses.
- Recovery marketing and tourism initiatives continue to support visitor return and business recovery.

Park Recovery

- Significant park assets have reopened, including the Valley of the Five Lakes Trail, Wabasso Lake Trail, and additional campground capacity.
- Parks Canada completed extensive hazard tree removal and continued investment in infrastructure restoration, ecological recovery, wildfire risk reduction, and cultural heritage protection.

Recovery Funding

- Recovery efforts continue to be supported by substantial federal, provincial, municipal, and community partner investments, including federal commitments of approximately \$380 million toward wildfire response and recovery activities through March 2027.

Overall, the report reflects Jasper's transition from emergency recovery toward longer-term community rebuilding, with notable progress in housing, rebuilding activity, economic stabilization, and restoration of park infrastructure and services.

Strategic Relevance

- Maintain our system of community-based social infrastructure.
- Improve transportation systems so movement works for residents and visitors.
- Facilitate development of diverse housing options to meet community needs.
- Leverage JMHC to increase supply of below market housing.
- Focus on prevention, mitigation and preparation for natural disasters.
- Advance initiatives to mitigate the local impacts of climate change.
- Invest in practices and processes which support high quality decision making.
- Advance interests of strategic importance to secure policy and funding outcomes.
- Foster public engagement and informed dialogue to strengthen trust and clarity.
- Nurture relationships that advance the community's interests.
- Follow a path of Reconciliation to deliver on TRC Calls to Action.
- Support local businesses to enhance economic resilience.
- Provide and maintain the core services and infrastructure that enable the visitor economy.
- Align fiscal capacity to sustain priority services.
- Manage funding transitions to protect service stability.

Inclusion Considerations:

The development of the *Jasper Recovery Framework* and the priorities and objectives contained therein is grounded in an inclusive conception of Jasper's community and Jasper residents. It sets out a path toward deepening relationship with Indigenous partners and continuing along the path to reconciliation. These considerations are further reflected in the *JRCC Year 2 Progress Report*.

Relevant Legislation:

- [The Jasper Recovery Framework](#) (2025)
- [Jasper Strategic Priorities 2026-2030](#)

Financial:

All Municipality of Jasper work detailed in the *Jasper Recovery Coordination Centre Year 2 Progress Report* is carried out by dedicated municipal recovery staff in the JRCC funded 90% through the DRP program, by municipal staff of other departments as part of their regular duties, as well as through external resources funded 90% through the DRP program. All staffing and recovery expenditures of municipal administration are subject to Council approvals.

Jasper Recovery Coordination Centre



Year Two Progress Report

August 2025 to July 2026

DRAFT



Parks Canada
Parcs Canada



The Jasper Recovery Coordination Centre (JRCC) presents this *Year Two Progress Report* to share progress towards recovery in the community of Jasper and Jasper National Park following the 2024 Jasper Wildfire.

The *Year Two Progress Report* follows the priorities and objectives established in the *Jasper Recovery Framework*. Each priority includes a summary of actions taken during the second year of recovery that support each objective. Areas of future focus are identified to look ahead to where further work is needed.

Transitional recovery

Two years on from the wildfire that changed our community, the strength and spirit of our mountain town are driving the collective progress we have made. While recognizing the challenges ahead, we can also be proud of how far we have come.

Jasper is currently in transitional recovery (as referenced in the *Jasper Recovery Framework*). Important progress at this stage of recovery includes:

- wildfire debris has been cleared
- rebuilding activity is under way
- interim housing is providing essential accommodations to more than 750 people
- local events are supporting community connection
- fire-affected businesses have been re-established in town as well as in a pop-up village and interim industrial park
- ongoing risk reduction work is decreasing future vulnerability to wildfire.

Rebuilding has moved at different speeds for each home, business and element of park infrastructure. Each one that has been rebuilt is celebrated as a success. However, we acknowledge that not everyone has been able to achieve the same progress and many still face significant obstacles.

A January 2026 Canadian Red Cross survey identified several obstacles faced by residents who are rebuilding, including design considerations, financial challenges, the need to settle insurance claims and geotechnical complexity. The need for housing remains as some residents continue to be displaced.

Together, Jasper is rebuilding

Together, Jasper is rebuilding – not just structures, but stability, connection and confidence in the future.

Working together, residents, businesses, Indigenous partners, insurance providers, building industry and utilities, tourism organizations, non-governmental and community organizations, visitors and three levels of government are making recovery possible.

As we look forward, the JRCC is committed to continuing to listen, learn and adapt to provide timely and meaningful support at every stage of recovery. We continue to move forward as a community towards full recovery.

Principles for recovery

As outlined in the *Jasper Recovery Framework*, our principles continue to inform actions across all recovery priorities.

Our recovery principles are:

- Community-centered
- Coordinated and collaborative
- Indigenous connection
- Transparent and accountable
- Capacity building
- Increasing resilience

Priorities for recovery

Our recovery is focused on achieving 6 key priorities. All priorities are essential and are interrelated. Each priority includes objectives which outline key areas of work to achieve the priority.



Priority 1:
Debris management

Coordinate the safe and timely removal of wildfire debris to enable rebuilding and protect public health, safety and the environment.



Priority 4:
Social recovery

Foster individual and community well-being through inclusive supports that help people heal and connect.



Priority 2:
Interim housing

Provide safe and appropriate interim housing for displaced residents and workers, to support stability and continuity during recovery.



Priority 5:
Economic recovery

Stabilize and strengthen Jasper's economy by supporting affected businesses, welcoming visitors and enabling workforce recovery.



Priority 3:
Rebuilding homes and businesses

Support the safe, efficient reconstruction of damaged and destroyed homes and businesses, while creating opportunities to address long-term housing needs and increasing resilience to future events.



Priority 6:
Park recovery

Rehabilitate park assets and natural areas to support ecological integrity and provide safe and quality visitor experiences.

Recovery progress

Accomplishments listed under each objective and priority represent a summary of progress during the second year of recovery. Status updates are provided to understand progress during this reporting period. For more detail on accomplishments completed during the first year of recovery refer to [Year 1 Progress Report](#).

Definitions of status categories used in each priority section are as follows:

Updated	Accomplishments previously completed that were updated in the reporting year.
Operational	Accomplishments that have been completed and which continue as part of regular operations.
Complete	Accomplishments that have been completed in the reporting year.
Ongoing	Actions that are in progress but have not yet been completed.
Future focus	Actions that are planned but not yet started.



Priority 1: Debris management

Protect human health and the environment

	Year 1	Year 2
Fencing managed under contract for destroyed properties to protect public and wildlife. <i>Status: All JRCC fencing decommissioned; leaseholders manage site safety needs privately.</i>	Ongoing	Complete
Mitigations put in place around drains to prevent wildfire debris run-off. <i>Status: Mitigations redeployed in Year 2 to address any run-off from construction silt.</i>	Ongoing	Ongoing
Debris removal process undertaken safely with complaints addressed quickly. <i>Status: Debris removal completed safely at 99% of properties; safety continues to be monitored at properties with debris remaining.</i>	Ongoing	Ongoing
Site-specific sampling plans developed to ensure contaminants in air and soil are at safe levels to ensure the long-term health and safety of the community and environment. <i>Status: 95% of properties have demonstrated soil contaminants are at safe levels and have received a certificate of completion.</i>	Ongoing	Ongoing
Long-term monitoring to assess if any residual contamination is present and to understand how different contaminants may move through soil and water into the broader environment. <i>Status: support established for environmental monitoring research.</i>	Future focus	Ongoing
Mitigations explored to reduce dust from cleared properties in the townsite. <i>Status: Dust dealt with on an as-needed basis through Municipal Bylaw.</i>	Future focus	Ongoing

Coordinate efficient debris management

Coordinated debris removal and contamination remediation for national park assets. <i>Status: 5,558 metric tons (MT) of mix waste removed, 636 MT of concrete recycled, 113 MT metal recycled, 6,603 MT contaminated soil disposed, 11,324 backfill imported and placed.</i>	Ongoing	Complete
Requirements communicated for risk management at certain locations.	Ongoing	Complete
Wildfire-impacted properties have debris removed and certificates of completion issued. <i>Status: 99% of properties have debris removed and 95% of properties have certificates of completion (current to July 1, 2026).</i>	Ongoing	Ongoing



Cabin Creek, October 27, 2025



Priority 2: Interim housing

Provide scalable and adaptable interim housing

	Year 1	Year 2
Interim housing sites and units procured; utilities connected at additional in-town locations. <i>Status: Interim housing units established and occupied at Patricia Circle and United Church sites in Year 2, bringing the total to 505 interim housing units across all locations.</i>	Ongoing	Complete
Livability of interim housing maintained and enhanced through partnerships with donors and funding agencies. <i>Status: Community infrastructure installations (for example, bike racks, fire pits, murals) and community building events continued throughout Year 2.</i>	Ongoing	Ongoing
Secure additional funding for interim housing beyond existing 2-year term.	Future focus	Ongoing
Secure winter occupancy to balance known summer seasonal staff needs. <i>Status: Outside of peak summer season businesses and contractors were offered interim housing space where units were available and not occupied by displaced residents.</i>	Future focus	Ongoing

Fair and transparent housing allocation

Collaboration with Canadian Red Cross to allocate interim housing units and sign leases with residents. <i>Status: Year 1: 534 residents (277 households) in interim housing (as of July 31, 2025); Year 2: 761 residents (416 households) living in interim housing (current to June 15, 2026).</i>	Ongoing	Ongoing
Interim housing supports business stability and workforce retention. <i>Status: Year 2 - 53% of residents housed in interim housing are employed by Jasper-based small businesses and 23% are employed by larger businesses. The Interim housing program houses staff members of 110 Jasper businesses.</i>	Ongoing	Ongoing
Summer seasonal dorm room nomination program for Jasper businesses established to enable businesses to provide housing to prospective staff in advance of hiring. <i>Status: 15 businesses used this program in Year 2.</i>		Ongoing

Expanded seasonal and temporary options

<i>Interim Temporary Use Policy</i> created for RVs and temporary work camps.	Complete	Operational
Long-term camping made available at Whistlers Campground and Sleepy Hollow to address resident and business housing needs during the summer months.	Ongoing	Ongoing
Sites available for contractors at campgrounds and other suitable locations. <i>Status: Sites in use at Wabasso Campground, Sleepy Hollow Road and at Wapiti Campground (winter).</i>	Ongoing	Ongoing

Regional transit access

Funding allocated and contract confirmed for daily commuter bus service from Hinton to Jasper through support from the Government of Alberta.	Complete	Operational
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Demobilization and site restoration

Planning in progress to establish scope and funding for demobilization and site restoration.	Ongoing	Ongoing
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Priority 3: Rebuilding homes and businesses

Policy amendments and planning

	Year 1	Year 2
Rebuilding Guide provides guidance, practical tips and consolidated information to support residents and industry professionals through the rebuild process. <i>Status: Updated in Spring 2026 in response to lessons learned from the first year of rebuilding.</i>	Complete	Updated
<i>Town of Jasper Land Use Policy and Architectural Motif Guidelines</i> for the Town of Jasper are updated to make rebuilding easier, increase resilience to wildfire and increase housing options.	Complete	Updated
Clarified specifications for building materials that support fire resilience.	Ongoing	Complete
Policy amendments under the Housing Action Plan completed to enable increased residential density, support housing variety and make the policy clearer for all users.	—	Complete
Created municipal off-site levy bylaw.	Future focus	Complete
Work to advance the transfer of some land use planning and development authority from Parks Canada to the Municipality of Jasper.	Future focus	Ongoing
Develop and consult on community residential parking strategy.	Future focus	Future focus
Consult with Indigenous partners, stakeholders and the public on the development of a new Community Plan for the Municipality of Jasper.	Future focus	Future focus

Responsive permitting

Increased staff capacity to support planning and development review post-wildfire <i>Status: 23 new team members added since the fire.</i>	Complete	Complete
Coordination of Parks Canada and Municipality of Jasper approvals to improve permitting turnaround times.	—	Complete
Online permit and development status map updated regularly.	Ongoing	Ongoing
Development review processes streamlined. <i>Status: Turnaround times for complete and conforming development applications averaged 19 business days in 2026.</i>	Ongoing	Ongoing
Automated permitting process introduced for low-risk residential projects to expedite permit approval timelines. <i>Status: 35 permits have been issued under this system (current to June 12, 2026).</i>	Future focus	Complete
Building permits approved for rebuilding homes. <i>Status: 160 building permits, representing 353 dwelling units approved through rebuilding permits (246 replacement units; 106 new net units) (current to June 5, 2026).</i>	Ongoing	Ongoing
Improve development review capacity and processes at the Municipality.	Ongoing	Ongoing
Municipal electronic permitting system developed in preparation for transfer of authority.	Future focus	Ongoing

Reinstate site services

Survey pins re-established.	Ongoing	Complete
Utility rebuilds coordinated and supported.	Ongoing	Ongoing

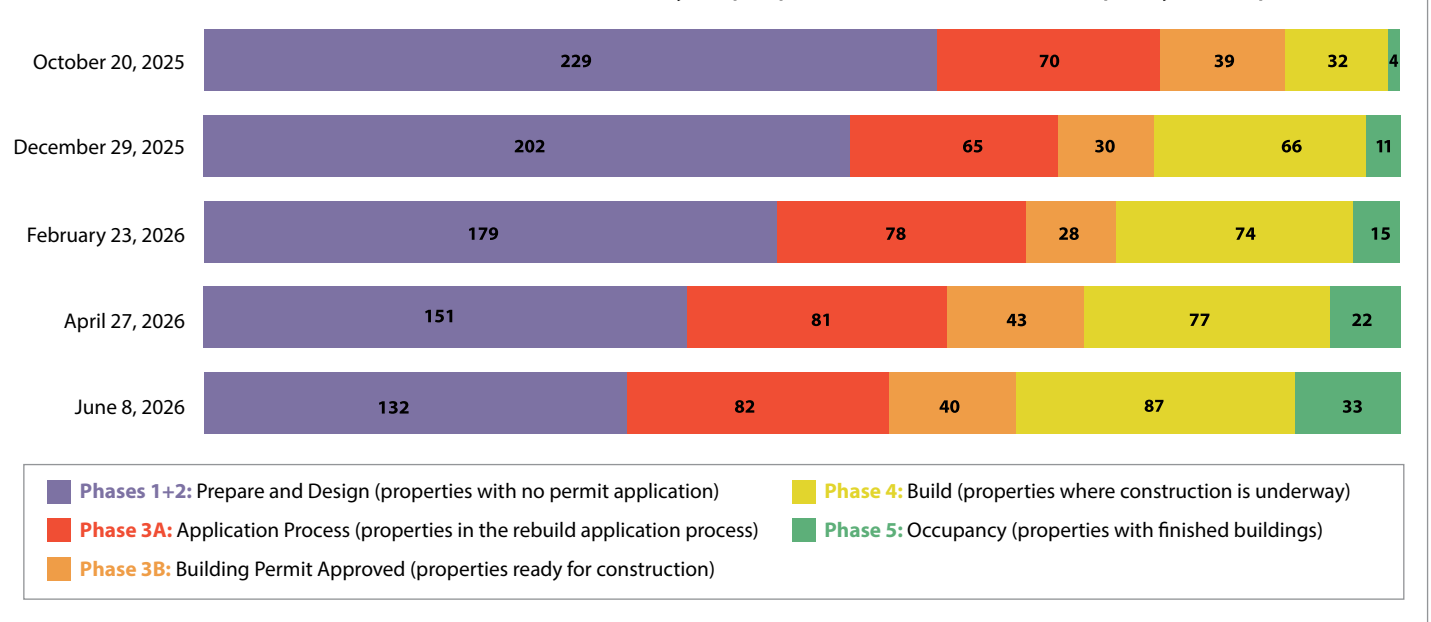
Safe and coordinated construction

	Year 1	Year 2
Interim Temporary Use Policy established to allow for storage of construction materials and temporary accommodations for contractors. <i>Status: Updated in Spring 2026 in response to lessons learned from the first year of implementation.</i>	Complete	Updated
Jasper Builders Guide published for builders, designers and contractors. <i>Status: Updated for the 2026 construction season.</i>	Complete	Updated
Facilitated the use of Marmot Pit for clean fill disposal to support soil management requirements.	Complete	Operational
Coordinated with building industry, including builder workshops and regular communications through industry bulletins and on-site briefings.	Ongoing	Ongoing
Laydown areas established and in-use at “Old Woodlot” and at Stan Wright Drive.	Ongoing	Operational
Impacts of community-wide construction activities monitored and managed, including street use, construction haul routes, sound impacts, traffic impacts and repairs to infrastructure.	Future focus	Ongoing
Wildfire-impacted water and sewer infrastructure repaired and refurbished to support rebuilding.	—	Ongoing
Complex rebuild scenarios identified and supported.	Ongoing	Ongoing
Road and sidewalk repair and replacement as part of rebuilding damaged infrastructure.	Future focus	Future focus

Support for affordable housing

Jasper Municipal Housing Corporation advancing construction of a 40-unit long-term rental housing building at below market rates.	—	Ongoing
<i>Jasper Housing Enablement Initiative</i> funds of \$250,000 secured from Alberta Real Estate Foundation to advance policy and lot analysis, GIS tools, pre-approved design package for multi-unit development, and community education to enable property owners and builders to pursue small-scale, multi-unit development.	—	Ongoing
<i>Housing Accelerator Fund</i> initiatives advanced, including pre-approved housing designs and promotion of affordable housing development.	Ongoing	Ongoing
Analyze vacant lands available for housing development as per <i>Jasper Community Sustainability Plan (2011)</i> .	Future focus	Future focus

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





Priority 4: Social recovery

Access to recovery supports

	Year 1	Year 2
950+ wildfire recovery case files opened with the recovery outreach team.	Ongoing	Ongoing
3000+ client and community engagements with Recovery Alberta (from October 2024 – April 2026).	Ongoing	Ongoing
Residents informed of recovery supports through accessible, multi-channel, trauma-informed communications.	Ongoing	Ongoing

Community connection

Supported Emergency Preparedness Week in 2025 and 2026.	Complete	Complete
Coordinated wildfire anniversary events with recovery partners.	Complete	Ongoing
Community events organized with support and funding of many donor agencies to help promote connection and foster physical, mental and spiritual well-being. <i>Status: Events include community dinners in collaboration with Canadian Red Cross, programming for families with young children, community thrifting events, holiday programming and community yoga.</i>	Ongoing	Ongoing
Community Spiritual Circles, organized by JRCC with Canadian Red Cross funding, offers support for the spiritual wellbeing of community members, including online offers for displaced residents.	Ongoing	Ongoing
Healing through Fire interpretive program, co-hosted with Parks Canada, Municipality of Jasper and Indigenous partners, discusses fire ecology and ecosystem recovery and connects participants with nature and Indigenous knowledge. <i>Status: This program reached 350 locals over nine guided walks in 2025 and will continue in July and August 2026 with a visitor-focused offer and a targeted school offer.</i>	Ongoing	Ongoing

Participation in recovery

Relationships strengthened with Indigenous partners as part of recovery efforts. <i>Status: Year 2 - Jasper Indigenous Forum meetings, including site visits in-person and online to engage on issues of interest for Indigenous partners.</i>	Ongoing	Ongoing
Community volunteer “Pathfinders” trained in mental health and peer support. <i>Status: 77 Pathfinders trained in Year 2, bringing the total to 115 volunteers trained to date. In addition, 23 youth Navigators trained in Year 2.</i>	Ongoing	Ongoing
Hosted in person and virtual open house sessions to provide information and hear feedback from residents. <i>JRCC participation held in Jasper and Hinton during Year 2.</i>	Ongoing	Ongoing
137,000+ individual visits to the Municipality of Jasper’s recovery and support web pages.	Ongoing	Ongoing

Addressing unmet recovery needs

Regular coordination forum established for external funders.	Complete	Operational
Needs assessment strategy and survey developed and implemented. <i>Status: A second needs assessment survey was completed with 584 responses in Year 2.</i>	Complete	Complete
Grants provided by non-governmental community organizations including Canadian Red Cross, Jasper Community Team Society, Banff Canmore Community Foundation and Jasper Rotary to help community groups and individuals.	Ongoing	Ongoing
Outreach and targeted psychosocial supports for displaced Jasperites. <i>Status: Year 2 – partnership with Bridges Foundation in Hinton to support displaced residents, established registry and dedicated communications for displaced residents.</i>	Future focus	Ongoing



Priority 5: Economic recovery

Business stability and workforce retention	Year 1	Year 2
\$2 million in emergency assistance provided to eligible small businesses and not-for-profits through a Support to Small Business and Not-for-Profits program provided by Canadian Red Cross and the Government of Alberta.	Complete	Updated
The West Yellowhead Region: A Path Forward for Economic Recovery and Resiliency report by Economic Developers Alberta.	Ongoing	Complete
Community Futures West Yellowhead allocated \$2.17 million from Prairies Economic Development Canada (PrairiesCan) in non-repayable contributions to 236 businesses and provided low-interest loans of up to \$15,000.	Ongoing	Ongoing
Business recovery support position established in the Chamber of Commerce to provide business assistance with support from Community Futures West Yellowhead, Jasper Park Chamber of Commerce and Canadian Red Cross.	Ongoing	Ongoing

Interim commercial spaces and support

Pop-up business village established with temporary structures for businesses that lost retail locations with funding provided by PrairiesCan.	Complete	Operational
Interim industrial park established with funding provided by PrairiesCan. <i>Status: 14 businesses operating in this space in Year 2.</i>	Complete	Operational
Municipality of Jasper's bus garage established as an interim space for Home Hardware to support local rebuilding materials needs.	—	Complete
Policies and procedures for licensing businesses in the community of Jasper and Jasper National Park are adapted where possible to consider and support individual recovery circumstances.	Ongoing	Ongoing

Welcoming visitors

Coordinated "Jasper is open for business" messaging to support the return of visitors.	Ongoing	Ongoing
Regional campaign by Travel Alberta and international campaign by Destination Canada launched to promote visitation.	Ongoing	Ongoing
National tourism conference hosted in Jasper in September 2025 with Government of Canada, Tourism Jasper and Travel Alberta.	Ongoing	Complete
Training sessions and wildfire communication messaging provided to front-line and tourist-facing staff by Parks Canada and Jasper Employment and Education Centre.	Ongoing	Ongoing
Government of Canada launched the "Canada Strong Pass," providing free entry and discounted camping, incentivized visitation to Jasper National Park during peak summer and winter periods.	Ongoing	Ongoing
Recovery Marketing Services strategy and campaign to encourage visitors and residents to explore, discover and support local businesses.	—	Ongoing

Indigenous participation in economic recovery

	Year 1	Year 2
<p>Work to expand Indigenous partners’ participation in economic recovery through contracting, procurement, guided business licensing and other business opportunities.</p> <p><i>Status: Indigenous business information sessions on government procurement, rebuild projects and work opportunities held. A new gift store featuring products from Indigenous artisans with a connection to Jasper opened at Whistlers campground registration centre.</i></p>	Future focus	Ongoing

Monitoring economic recovery progress

<p>Parks Canada estimates 2,137,000 independent visitors to Jasper National Park in the 2025 calendar year.</p> <p><i>Status: Parks Canada estimates visitation using traffic counters across the mountain national parks. These estimates account for through traffic and multiple entry points across the shared boundaries of Jasper, Banff, Yoho and Kootenay national parks. Visitor estimates for 2025 remain below pre-wildfire levels, reflecting reduced availability of frontcountry campsites and commercial accommodations.</i></p>	Complete	Updated
Indicators established to track economic recovery.	Ongoing	Ongoing



Welcoming visitors back to Valley of the Five Lakes trail, May 2026



Priority 6: Park recovery

Safe reopening of park facilities

	Year 1	Year 2
Frontcountry campgrounds (77% of pre-fire inventory) and backcountry campgrounds (100% of pre-fire inventory) sites open. <i>Status: Year 2 – 80 additional sites opened at Whistlers and Wapiti campground, for a total of approximately 1,600 frontcountry campsites reopened since the fire.</i>	Complete	Operational
Valley of the Five Lakes re-opened after extensive work to realign and repair the trail. More than 800 visitors participated in the opening day, along with Parks Canada interpreters, Indigenous drummers and Friends of Jasper National Park volunteers.	—	Complete
Wabasso Lake trailhead, Trail 9 to Wabasso Lake, Trail 1A re-opened.	—	Complete
Danger-tree clearing on trails, roadways and visitor-use areas. <i>Status: Removed 500,000 danger trees over 600 hectares, 112 km of wildfire-impacted roadways cleared, 69 km of trails cleared, 1,215+ campsites cleared of hazard trees.</i>	Ongoing	Complete
<i>What's Open in Jasper National Park</i> page allows visitors to check for real-time updates on open sites and facilities.	Ongoing	Ongoing
Deliver multimedia communications to inform visitors about how to visit safely.	Ongoing	Ongoing

Resilient rebuilding of park infrastructure

136 highway wayfinding signs and 142 campground signs replaced.	Ongoing	Complete
8 pit privies replaced at wildfire-impacted day-use areas.	Ongoing	Complete
Replacement of minor infrastructure at campgrounds and facilities. <i>Status: 6 footbridges replaced, 165 picnic tables replaced, 50+ fire pits replaced, 175 campsite markers replaced, 80+ signs replaced.</i>	Ongoing	Ongoing
Infrastructure replacement planning for Wapiti, Wabasso and Whirlpool campgrounds.	Ongoing	Ongoing
Infrastructure replacement planning for South Park Gate and operation of interim structure.	Ongoing	Ongoing
Rebuilding of staff housing within and outside the townsite. <i>Status: 3 in town multi-unit dwellings and duplex under construction. Planning for replacement of 'Whistlerville' adjacent to Whistlers Campground ongoing.</i>	Ongoing	Ongoing
Planning and work for the safe reopening of Maligne Canyon. <i>Status: Danger tree removal and geotechnical investigation complete; planning ongoing for the re-establishment of the trail and associated infrastructure.</i>	Future focus	Ongoing
Planning and work for the safe reopening of Edith Cavell Road. <i>Status: Geotechnical assessments completed; plans for necessary repairs underway.</i>	Future focus	Ongoing
Planning with Indigenous partners at sites including Indigenous Cultural Use Area and Palisades Centre.	Future focus	Ongoing
Road assessment and impact intervention for additional roadways, including Mile 5 Hill, Portal Creek, 93 A. <i>Status: Site assessments completed and ongoing monitoring, geotechnical assessments to understand slope stability, hydrotechnical analysis to assess water flow and drainage impacts, safety audits to identify roadway mitigation needs.</i>	Ongoing	Ongoing

Environmental protection during recovery activities	Year 1	Year 2
Environmental surveillance conducted on wildfire debris removal inside and out of townsite.	Ongoing	Complete
Impact assessments undertaken to ensure recovery projects use suitable mitigations to protect the park environment.	Ongoing	Ongoing

Supporting natural regeneration

Installed 3 boot brush stations at trailheads with plans to install 3 more in 2026.	—	Ongoing
Select trails and areas closed to allow the landscape to heal before opening to human use.	Ongoing	Ongoing
Interpretive programs, outreach with tourism partners and visitor guidance promote responsible trail use and park stewardship by helping visitors learn about natural regeneration processes and invasive species.	Ongoing	Ongoing
Douglas-fir and whitebark pine seeds collected, propagated in regional nurseries and seedlings planted. Wolf willow, native grasses and forbs also planted to supplement natural forest regrowth in areas at risk of erosion or vulnerable to the spread of invasive species. <i>Status: 15,000+ Douglas-fir seedlings planted since the fire; 20,000 whitebark pine seedlings propagated since the wildfire.</i>	Ongoing	Ongoing
Revegetation plans for the Caribou Conservation Breeding Centre to supplement natural forest regrowth. <i>Status: 13,000 plants planted since the wildfire.</i>	Ongoing	Ongoing
Enhanced ecological integrity monitoring to better understand wildfire impacts to habitats and wildlife and to inform trail closures and openings. <i>Status: Additional bird, vegetation and aquatic monitoring are used to understand wildfire impacts on ecological integrity.</i>	Future focus	Ongoing

Monitoring wildlife and managing human-wildlife coexistence

Long-term monitoring of key wildlife populations pre- and post-wildfire (elk, deer, grizzly bears) to track population changes and potential for predator population response. <i>Status: Monitoring of elk shows population appears stable in comparison to pre-wildfire numbers; 7 grizzly bears GPS collared to provide information on post-wildfire habitat use.</i>	Ongoing	Ongoing
Continued species-at-risk monitoring for post-wildfire impacts, including black swifts and whitebark pine.	Ongoing	Ongoing

Ecological fire management

5-year wildfire risk reduction strategy established and implemented to prioritize high-risk areas. <i>Status: Since the wildfire, Parks Canada has completed 266 hectares of wildfire risk reduction using prescribed fire (37 hectares), hand falling (40 hectares) and mechanical logging (189 hectares).</i>	Complete	Operational
Facilitated Indigenous partner participation in the Razorback Prescribed Fire in May 2026.	—	Complete
Jasper Wildfire Resiliency Information Sessions held in April 2025 and 2026.	Complete	Complete
Fire Management Plan updated to reflect changes to wildfire risk following the 2024 Jasper Wildfire.	—	Updated
Fire communications trailer operated at Maligne Overlook to discuss forest ecosystem recovery after the wildfire.	Ongoing	Ongoing

Protecting cultural heritage

Post-wildfire built heritage and archaeological impact assessments completed by Parks Canada to inform cultural resource protection, wildfire resilience, monitoring and long-term recovery efforts for affected archaeological sites, cultural landscapes, historic places and heritage assets.	Ongoing	Ongoing
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Recovery funding

Government of Canada

Multiple federal departments and agencies are supporting recovery including Parks Canada, Public Safety Canada, Canada Mortgage and Housing Corporation, Employment and Social Development Canada and PrairiesCan. The Government of Canada has supported response and recovery to the 2024 Jasper Wildfire with \$380 million through to March 2027. Funding is cumulative to June 1, 2026.

Incident response and initial recovery

\$145 million of funding was provided by the Government of Canada to support incident response, emergency operations and the early phases of re-entry and recovery. This component included firefighting personnel, equipment, transportation, accommodations, services, supplies, aviation and incident management.

Funding item	Commitment
Incident response and emergency operations	\$45.2 million
Re-entry and initial recovery operations Includes interim housing procurement and servicing (\$29.1 million) and hazard management (\$20.2 million), such as danger tree and road safety activities.	\$80.1 million
Public Safety Canada Disaster Financial Assistance Arrangement Assistance to the Province of Alberta through the Disaster Recovery Assistance Program for their role in wildfire response.	\$19.6 million
Total	\$145 million

Parks Canada rebuild funding

Funding of \$187 million was dedicated to support rebuild of Parks Canada infrastructure, including roads, campgrounds, trails and accommodations. This commitment also contained provision of interim housing to service the Jasper community. As of June 9th, 2026, \$75.6 million has been spent on rebuild priorities, with \$111.4 million allocated to continue these works. A breakdown of this expenditure is presented below, with examples of projects included in each funding item. Many longer-term elements are in the planning phase, and further funding is being sought as rebuild plans are confirmed.

Funding item	Spent to date
Interim housing Lease of interim housing units, utility installation and servicing, paving and landscaping, Canadian Red Cross property management	\$21.9 million
Recovery/rebuild resourcing Resourcing for permitting and recovery positions, project management, Parks Canada contracting and internal services, and Jasper Field Unit revenue replacement.	\$27.8 million
Hazard assessment and management Road safety, danger tree removal, debris and contamination management, transportation infrastructure, wayfinding signage	\$15.7 million
Parks Canada staff housing Project management and construction of in-town multi-unit dwellings, planning for replacement of campgrounds staff housing	\$3.7 million
Visitor and cultural heritage infrastructure Planning and evaluations for Maligne Canyon, Wapiti and Wabasso campgrounds, Palisades, South Gate, Maligne Range; construction of privies	\$4.5 million
Uninsured contamination costs Program to cover lessee uninsured costs related to contamination testing and remediation	\$2 million
Total	\$75.6 million

Community supports and contributions

Federal government partners have committed a combined \$47.7 million in community supports and granting opportunities.

Funding item	Commitment	Funder
Municipal Housing Accelerator Fund	\$11 million	Canada Mortgage and Housing Corporation
Rent and Licence Relief <i>Status: \$7.6m of relief provided to date</i>	\$15.2 million	Parks Canada
Small business grants, administered by Community Futures West Yellowhead	\$3.35 million	PrairiesCan
Supports for tourism initiatives	\$3 million	Economic Development Canada
Support for Tourism Jasper	\$0.75 million	PrairiesCan
Municipality of Jasper pop-up village and interim industrial park	\$1.8 million	PrairiesCan
Matching funds to Canadian Red Cross donations	\$12.6 million	Government of Canada
Total	\$47.7 million	

Government of Alberta

The Government of Alberta approved \$73.14 million in funding to support the Municipality of Jasper's response and recovery operations through the Disaster Recovery Program. This program requires the Municipality to contribute to its own recovery, through cost-sharing at a 10% - 90% ratio for response and recovery costs. The following table reflects funds allocated from that total budget to June 2026.

Funding item	Cost	Funder
Incident response Funding to Municipality of Jasper to establish and operate emergency response functions, implement structural protection measures, coordinate extensive mutual aid resources from partner agencies and municipalities and provide transitional housing support for residents displaced by the wildfire	\$25.5 million	Alberta Emergency Management Agency– Disaster Recovery Program
Recovery Recovery Recovery initiatives focused on restoring safe and stable living conditions for residents.	\$4.6 million	Alberta Emergency Management Agency– Disaster Recovery Program
Ongoing support and contributions Supported essential debris management and environmental remediation, as well as the restoration and stabilization of key municipal infrastructure and other core services, helped cover ongoing administrative and operational costs associated with the Jasper Recovery Coordination Centre.	\$5.8 million	Alberta Emergency Management Agency– Disaster Recovery Program

The Government of Alberta has also provided funding to support Jasper’s recovery through several other programs and streams. Those funding commitments are summarized below.

Funding item	Commitment	Funder
Revenue and tax stabilization Funding to the Municipality of Jasper for revenue and tax stabilization to help bridge the gaps in revenue required to operate municipal services.	\$5.5 million	Alberta Municipal Affairs
Tax Relief for owners of destroyed residential and commercial properties	\$3.02 million	Alberta Municipal Affairs
Emergency Evacuation Payments to Jasper Residents	\$7.5 million	Government of Alberta
Regional transit Regional transit access to interim housing sites and Hinton	\$2 million over two years	Alberta Municipal Affairs
Funding to support Jasper’s tourism industry	\$2.5 million	Alberta Tourism and Sport
Matching funds to Canadian Red Cross donations	\$12.1 million	Government of Alberta

Non-government and community organizations

We also extend our sincere appreciation to our valued funders and community partners whose support played an important role in the Jasper wildfire response and recovery. We recognize the Canadian Red Cross, the Banff/Canmore Foundation and the Jasper Community Team Society, along with many other local and regional contributors who stepped forward during a critical time. Their contributions—whether financial support, in-kind assistance, or community coordination—helped strengthen relief efforts and supported residents through displacement and early recovery. Each contribution, regardless of scale, has meaningfully supported individuals and families impacted by the wildfire and has helped strengthen the broader recovery effort.



Interim housing at Marmot Meadows, October 2025

AGENDA ITEM 7.2

REQUEST FOR DECISION

Subject: Jasper Transit Business Planning Update
From: Bill Given, Chief Administrative Officer
Reviewed by: Courtney Donaldson, Director of Operations & Utilities
Prepared by: Erin Toop, Jasper Transit Manager
Date: June 23, 2026



Recommendation

- That Committee direct administration to implement the School Special Service delivery approach, starting the 2026 school year and;
- That Committee direct administration to incorporate the following expansion options into the 2026 - 2031 Transit business plan and return prior to budget:
 - Summer frequency increase,
 - Year-round townsite service by fixed route,
 - Winter service span increase,
 - Marmot Basin winter service.

Alternatives

- That Committee direct Administration to modify all and/or some recommendations and return with further information at a future committee meeting.
- That Committee receive the report for information and take no further action.

Background

- On September 5, 2023, Jasper Transit began operations.
- In January 2026, Council directed Administration to return to a future Committee of the Whole meeting with a Draft Business Plan for Transit prior to June 2026

Discussion

Administration began developing the 2027–2031 Jasper Transit Business Plan in February 2026 to align future transit service with Council’s Strategic Priorities and establish a long-term service delivery and financial framework. The plan has been informed by stakeholder engagement, the Summer 2025 rider survey, customer feedback, and transit performance data. Following Committee direction, Administration will incorporate selected service expansion options into the Summer 2026 rider survey to help prioritize implementation and sequencing.

At the same time, Administration is advancing the Rural Transit Solutions Fund (RTSF) fleet project, which provides up to \$2.25 million in funding and must be completed by March 31, 2027. Because fleet procurement decisions must be finalized in Summer 2026, Committee direction is required to inform both the business plan and fleet requirements through 2031.

The proposed Business Plan is organized around six themes: **Customer Experience, Service Expansion, Technology Integration, Capital Planning, Revenue / Taxpayer Value,** and **Resourcing / Service Delivery.** Committee feedback on these themes and the identified opportunities will inform preparation of the final plan.

School Service

Administration recommends replacing the current yellow school bus service with a School Special transit service beginning in September 2026. Discussions with GYPSD, Conseil scolaire Centre-Nord, and École Jasper Elementary

School confirmed support for this approach. Integrating student transportation into the public transit system would allow broader community use, improve service availability between town and Jasper Park Lodge, and reduce operational inefficiencies. To support safe operations, GYPSD has committed to providing a bus monitor on all School Special trips.

Based on current operating assumptions, the School Special service is estimated to have a net municipal cost of approximately \$6,320 in 2026/27. Once municipally owned transit vehicles enter service in 2027, operating costs are expected to decline, making the service effectively cost-neutral through a combination of cost savings and revenue generation.

Expansion Opportunities

Administration has also identified four transit expansion opportunities for consideration by 2031:

**Increased Summer Route Frequency
Expanded Winter Service Hours**

**Limited Year-Round Townsite Service
Marmot Basin Winter Route**

Collectively, these options support the draft goals of the Business Plan and would require a fleet of seven buses by 2031. Administration anticipates that this fleet can be accommodated within the existing RTSF budget. The cumulative annual net operating cost of all expansion options is estimated between \$1.1 million and \$1.2 million. This estimate is intentionally conservative in that it does not include potential new revenue outside of direct passenger fares. Potential increases in partnership and corporate pass revenues, advertising or additional council directed subsidy from Visitor Pair Parking would reduce the net cost to taxpayers.

Following Committee direction, Administration will seek public feedback on the selected expansion options through the Summer 2026 rider survey and proceed with fleet procurement accordingly. The final Business Plan, including a recommended operating budget, will be presented to support the 2027 municipal budget process.

Strategic Relevance

- Improve transportation systems so movement works for residents and visitors.
- Provide and maintain the core services and infrastructure that enable the visitor economy.
- Invest in practices and processes which support high quality decision making.

Inclusion Considerations

Jasper Transit supports equitable access to transportation for residents and visitors, including youth, seniors, and those without private vehicles. Accessible vehicles and expanded services improve access to community destinations

Relevant Legislation

- [Policy F-114 Transit Service Standards](#)

Financial

Estimated financial impacts are provided in Attachment 1. While Marmot Basin winter service costs are included for comparison, Policy F-114 requires 90% external funding for the first two years of service.

Attachments

- Attachment 1 – Jasper Transit Business Plan Draft Approach and Decisions
- Attachment 2 – Jasper Transit Business Plan – Background and Plan Inputs

Jasper Transit Business Planning: 2027 – 2031

Planning Framework, Immediate Decisions and Next Steps

Committee of the Whole

June 23, 2026



Meeting Purpose

The purpose of this meeting is to:

- Receive Council input on the draft transit business planning approach, goals, framework, and opportunities.
- Receive Council direction on two immediate decisions which impact the final business plan direction and Summer 2026 fleet and service planning work:
 1. Approach to transporting students starting September 2026.
 2. Appetite for Local transit service investments to 2031.



Jasper Transit Business Plan Approach, Framework, and Opportunities



Business Planning for 2027 – 2031

- **Business Plan Scope:** Define high-level service expansion opportunities to set envelope for 5-year budget, fleet requirements, and other supporting program investments to improve user experience, generate revenue and enable partnerships.
- **Business Planning Approach:**
 - Invest in increasing Local Transit service levels and administrative capacity to 2031.
 - Continue to monitor Regional Transit for viability.
 - Implement grant funded capital projects, such as RTSF projects and HAF bus stop and station improvements.
 - Make early investments in marketing and promotion, and establishing new revenue programs, with the aim of ridership and revenue returns over the long term.



New Business Plan Context

The previous Transportation Strategy and Action Plan horizon ends in 2026.

- **Solid Foundation:** Jasper Transit launched efficiently in 2023 as a start-up, with one bus serving three different routes in each season. Despite limited level of service and community wildfire recovery, ridership continues to grow.
- **Increasing Trade-offs:** One bus cannot meet all needs. The current Jasper Transit service level requires constant trade-offs as more community feedback is received on service improvements.
- **Increasing Needs, Changing Needs:** Community members are now depending on and expecting transit service. As Town recovery continues, travel patterns are changing. New town planning direction for more housing density and less parking requires more investment in transit service.
- **Strength in Partnerships:** Existing partners support the service and anticipate more investment in transit to improve frequency and cover new destinations. Investments in new services are an opportunity to welcome more partners.

Strategic Priority Alignment

Jasper Transit delivers on six of Council's strategic priorities for 2026 – 2029



Community
Connection

Mobility and Access

Improve the transportation systems so movement works for residents and visitors.



Housing

Housing Continuum

Facilitate development of diverse housing options to meet community needs.



Climate &
Emergency
Preparedness

Climate Adaptation

Advance initiatives to mitigate the local impacts of climate change.



Economic Health

Environmental Stewardship

Include an environmental lens in decision-making and operational plans.

Visitor Economy

Provide and maintain the core services and infrastructure that enable the visitor economy.



Financial
Stewardship

Asset Management and Maintenance

Proactively plan and invest in maintenance and management of natural and built infrastructure.

Draft Goals for Jasper Transit



Jasper Transit is a reliable and convenient transportation option for those who do not have access to a private vehicle and those who choose not to use their vehicle.



Jasper Transit increases access within townsite and to nearby destinations.



Jasper Transit connects high-density housing sites to relieve demand for vehicle parking.



Jasper Transit reduces vehicle congestion and tailpipe emissions by moving more people in one vehicle and incorporating zero emission vehicles when feasible.



Jasper Transit delivers services that support businesses and the visitor economy.



Jasper Transit adapts to evolving travel needs.

Business Plan Framework

Council's Strategic Priorities for 2026 – 2029

Jasper Transit Goals

Plan Inputs
System Performance; Feedback from Customers, Stakeholder, Partners, Council, Operating Partners;
Town Planning and Development Plans; Administrative Experience

Opportunities

- Theme A**
- What we heard and what we know
 - Actions and timing
 - Analysis of costs and revenues

- Theme B**
- What we heard and what we know
 - Actions and timing
 - Analysis of Costs and Revenues

- Theme C**
- What we heard and what we know
 - Actions and timing
 - Analysis of Costs and Revenues

Jasper Transit Budget for 2027 - 2031

Draft Jasper Transit Opportunities

The key themes (opportunities) identified for actions and / or investment from 2027 – 2031



Customer Interface and Experience

Improve awareness and usefulness of Jasper Transit information starting with a strategic plan for marketing and communications



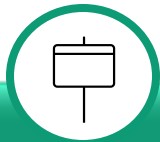
Transit Service Expansions

Service expansions based on service productivity data, customer feedback, input from prospective customers and stakeholders, and redevelopment.



Technology Integration

Procure technology intentionally for the transit system with the aim of maximizing user experience and integrating the back-end.



Capital Planning

Projects that leverage grant funding to address operational and accessibility issues and customer feedback. Planning for next fleet replacement.



Increasing Revenues and Value to Taxpayers

Establish new revenue streams like advertising and build on existing corporate pass and partner revenue.



Resourcing and Service Delivery

Align capacity, in-house and contracted, to the effort required to maintain existing and deliver new projects and services.

Transit Planning Context

Realities of transit planning in Jasper.



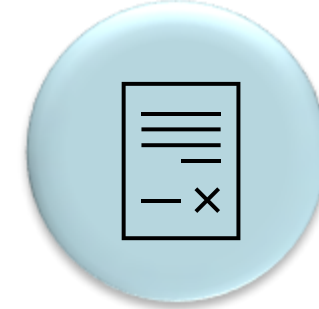
Frequency is Freedom

- Frequent transit drives ridership.
- Frequency supports equity deserving users.
- Frequency makes service more legible and dependable.
- Existing Jasper Transit service is not frequent.
- Frequency requires investment.



Operating Costs

- The biggest component of transit operating costs are the bus drivers.
- Bus driver shifts must be a minimum of 3 hours.
- The size of the bus has a marginal impact on fuel consumption.
- Fuel was 3% of total Local transit expenses in 2025.



Operations and Maintenance Contracts

- Operating contract service levels can be scaled up or down.
- Local contract expires in October 2027 with one extension available.
- Local contract is impacted by RTSF capital projects (i.e. operating costs are reduced when capital comes in house).
- Regional contract is stand-alone and expires in September 2027 with two extensions available.

Cost and Revenue Impacts

Basis for assessing costs and revenues of different school

Costs

	Student Transportation Options and Baseline Cost Analysis		Service Expansion Cost Analysis
	2026/27 School Bus	2026/27 School Special	2027/28
Hourly Service Delivery Cost Estimates (third-party + MoJ costs)	\$168	\$165	\$141
Assumptions	<ul style="list-style-type: none"> School bus in fleet. Leased fleet. Fuel cost increase. Admin cost increase. 	<ul style="list-style-type: none"> No school bus in fleet. Leased fleet. Fuel cost increase. Admin cost increase. 	<ul style="list-style-type: none"> Municipally owned fleet. Fuel cost increase. Incremental Admin cost increase.

Revenues

	2025 Actual	New School Special	New Regular Fixed Route	New On-Request	New Marmot Basin
Hourly Fare Revenue Estimates	\$27	\$18	\$32	\$12	\$80
Assumptions	<ul style="list-style-type: none"> Average fare revenue in 2025 with \$2.50 one-way fare structure. 	<ul style="list-style-type: none"> 6 fare-paying riders per hour at \$3 one-way. Eligible school bus students do not pay. 	<ul style="list-style-type: none"> 2025 actuals increased to \$3 one-way fare structure. Likely conservative: assumes no ridership increase 	<ul style="list-style-type: none"> 4 rides per hour at \$3 one-way. 	<ul style="list-style-type: none"> 8 rides per hour at \$10 one-way.

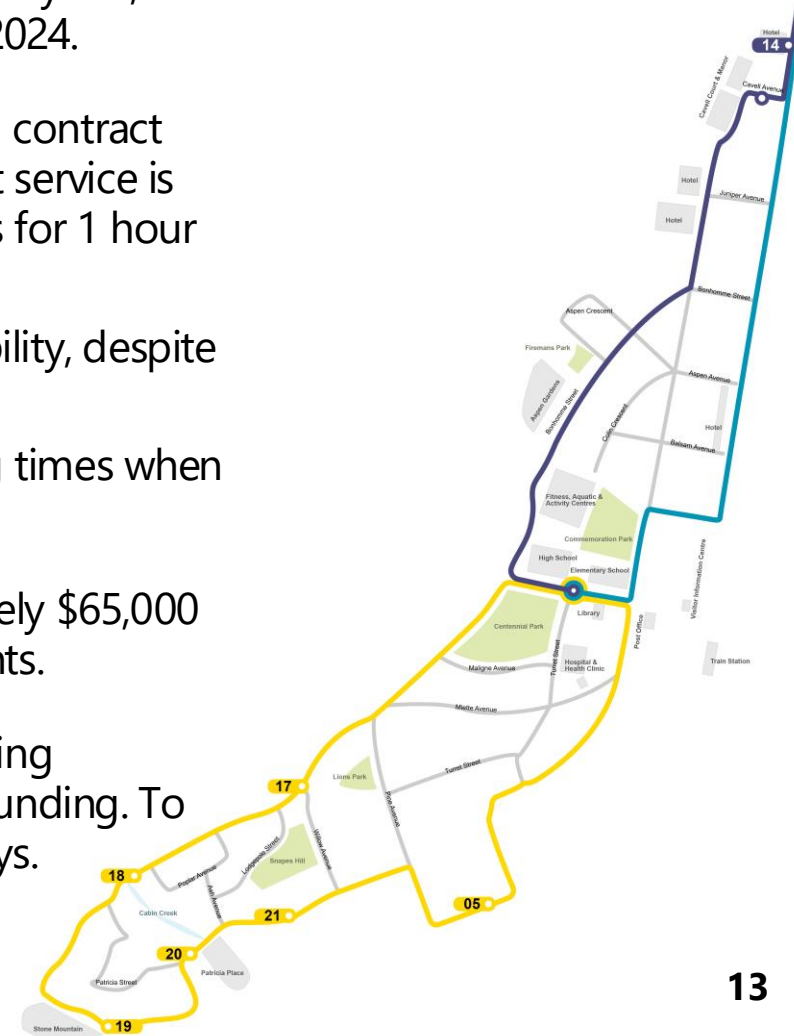
Decision 1: Student Transportation Services



Student Transportation Service

Background and recommendation

- The 2023 Transportation Strategy planned for a **school special** transportation service to meet student and public transportation needs. A school special is a regular transit service, available to anyone, designed around bell times to transport students. This approach was modified in 2023/2024.
- Currently, student transportation is provided on a dedicated school bus via an operating contract with GYPSD in exchange for fixed annual funding of \$142,000. This means regular transit service is typically unavailable from 7:45 – 8:45 a.m. and 2:45 – 3:45 p.m. and the Municipality pays for 1 hour of deadhead time every school day to facilitate fleet switching.
 - Jasper Transit receives inquiries and feedback from families about school bus eligibility, despite not controlling the service parameters nor eligibility.
 - Jasper Transit receives requests for earlier morning townsite and JPL service, during times when the dedicated school bus is operating.
- In September 2026, GYPSD funding for Jasper school bussing is reducing to approximately \$65,000 due to Provincial policy changes and a significant reduction in eligible school bus students.
- Administration recommends transitioning to a Jasper Transit School Special service starting September 2026 to balance other transit service priorities while retaining some GYPSD funding. To prioritize student safety, GYPSD will hire a “bus monitor” to ride the bus on all school days.



Student Transportation Service Options

Student Transport Scenario	Riders	Fleet	Service Delivery Cost (2026)	GYPSP Funding	Potential Fare Revenue	Revenue / Cost	Regular Service Contract Savings	Net Annual Cost to MoJ	Considerations
Expiring Agreement (Ends June 2026)	Eligible students	Yellow school bus	\$60,600	\$142,000	\$0	234%	\$0	-\$81,400	<ul style="list-style-type: none"> This scenario is no longer available.
Option 1: Dedicated Yellow School Bus	Eligible students only	Yellow school bus	\$60,600	\$65,000	\$0	107%	\$0	-\$4,400	<ul style="list-style-type: none"> Large decrease in student riders; fewer eligible. Ineligible students may not be allowed to ride; risk of negative perception for Municipality. Jasper Transit service remains unavailable to public at key morning and afternoon travel times.
Option 2: Jasper Transit School Special Service RECOMMENDED	Anyone, ensuring seats for all eligible students	Large Jasper Transit Bus (~ 44 seats)	\$59,400	\$35,000	\$6,480	70%	\$11,600	\$6,320	<ul style="list-style-type: none"> Moderate to high student ridership; captures ineligible and eligible students. Responds to transit feedback by improving early morning service levels in town and to JPL and reducing midday service gap. Accomplishes service span expansion for low cost. Increases corporate pass program potential.
Option 3: No school service commitments	Anyone	Regular Jasper Transit Bus (~ 28 seats)	\$59,400	\$0	\$11,700	20%	\$11,600	\$36,100	<ul style="list-style-type: none"> GYPSP would provide school bussing separately with some redundancy to Jasper Transit morning service. Regular transit service would be provided in town and to JPL in lieu of school bus, which would be similar to a school special. Low student ridership due to redundant school bus. Increases corporate pass program potential.

Decision 2: Local Transit Service Expansions by 2031



Local Transit Service Expansions

The three levers we can pull to improve transit services and what we have heard about each.

Frequency

How often a bus comes.

- More frequent service on existing routes, year-round.
- More frequent service on Town Loop or within townsite, year-round.

Coverage

The number of destinations that a bus goes to.

- Add townsite stops at Library, Medical Clinic and Pine Grove and improve service to Stop 8.
- Add service to Becker's Chalets
- Add service to Marmot Basin
- Add service to employment locations near townsite

Span

The business hours of a bus each day.

- Add early morning service in the townsite and to JPL
- Close midday gap in the winter schedule

On-Request Transit

Overview, Benefits, Risks



- **What is it?** On-request transit provides service when and where people request it, instead of on pretimed routes. On-request services are designed to cover an entire area, using either physical or virtual bus stops. Service is usually booked by customers using a smartphone app. The app dispatches the bus driver(s) in real time to optimize rides.
- **Where and When does it make sense?** On-request is best for situations where rider patterns are variable, uncertain, and/or unconcentrated among many different destinations or corridors. It is good for **adding coverage**.
- **Why?** On-request is flexible and when demand evolves, the service adapts. It covers more locations and gives more people the opportunity to use transit. It is usually better for locals or people who are familiar with the service. It may be better for seniors if there are more stops or a door-to-door option for people with mobility challenges.
- **Why not?** On-request is not for areas of high travel demand or long distances. It can accommodate a maximum of 8 – 10 passengers per hour in a small area. It will not generate the same amount of revenue as a fixed-route. It is **more expensive** than fixed-routes, but often much less expensive than door-to-door paratransit service.
- **Risks for Jasper:** On-request vendors may not pursue a small system (1 bus contract), limiting options. Service will be practical for locals or more familiar users, less practical for visitors. Wait times will increase if usage is high, which will erode the service level or require more investment in service.



Transit Service Expansion Options

Summer Frequency Increase

What: Increase frequency of all Local Transit routes in the summer.

Why: Transit users, local community-serving organizations want more daily transit opportunities and more predictable schedules. Use from Corporate Pass holders at JPL is increasing. Summer service productivity is high, exceeding 20 passengers per hour on Lodge Loop in May 2026.

How: Add one bus to service in summer. Based on route productivity, dedicate one bus to Lodge Loop with other bus shared on Pyramid and Campgrounds Loops. Potential for Campgrounds Loop extension to Becker's. Potential for Lodge Loop stop at Pine Bungalows entrance. These new stops would increase trip time and reduce frequency but add coverage.

Result: Lodge Loop service every 45-minutes, Pyramid and Campgrounds Loop service every 80-minutes.

Service and Cost Impact

New Summer Service Hours:	1,920
Cost:	\$219,900
Revenue:	\$51,800
Net Increase in Cost:	\$168,100

Transit Service Expansion Options

Year-round Limited Span Townsite Service

What: Increase frequency of townsite service in winter and add townsite service in summer.

Why: Transit users, local community-serving organizations, businesses want townsite transit service year-round to connect workers to jobs, access to social programs, access local destinations. Dedicating a bus the townsite could also accomplish the town portion of a school special service. High potential for new Corporate Pass program subscribers.

How: Add 1 bus year-round dedicated to townsite. Service can be provided on a fixed-route, using a modified town loop or by on-request. This service could start as limited span from approx. 6 – 10 a.m. and 2 – 6 p.m. for key employer shifts and errands. It would cover new townsite and nearby locations as feasible, depending on service model. Service could be initiated as fixed-route with on-request as a future option pending performance and feedback from community.

Result: Fixed route service every 45-60 minutes during operation. On-request service parameters TBD. On-request likely to cover a larger area than possible with a fixed-route.

Service and Cost Impact: Fixed-Route

New Annual Service Hours:	2,920
Cost:	\$412,900
Revenue:	\$94,600
Net Increase in Cost:	\$318,300

OR

Service and Cost Impact: On-Request

New Annual Service Hours:	2,920
Cost:	\$412,900
On-Request Tech Cost:	\$15,000
Revenue:	\$35,000
Net Increase in Cost:	\$392,900

Townsite Service Area Examples

Existing Town Loop and Desired New Stop Locations

★ New Stop Locations

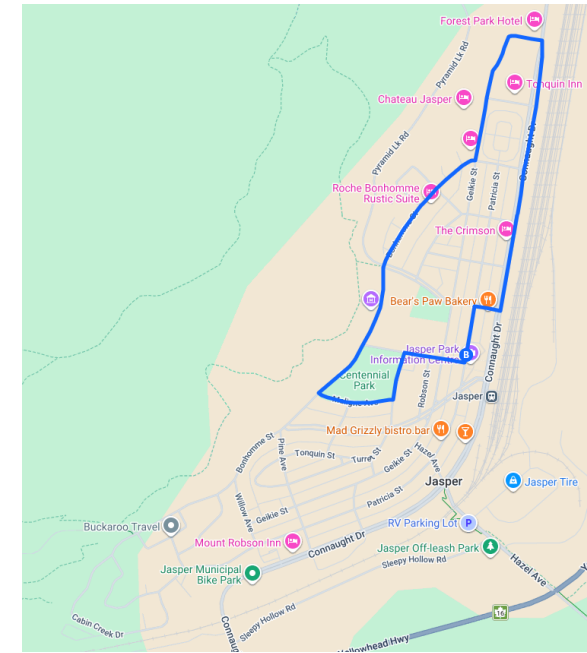


Example New Town Routes

South Town Loop

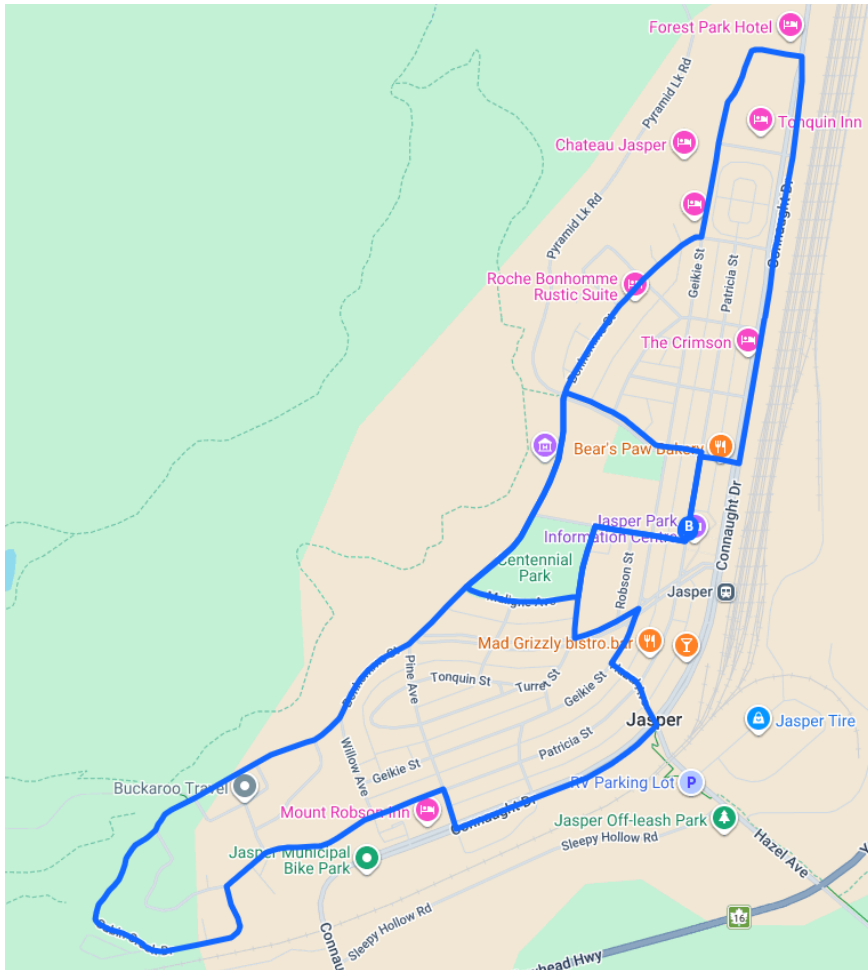


North Town Loop

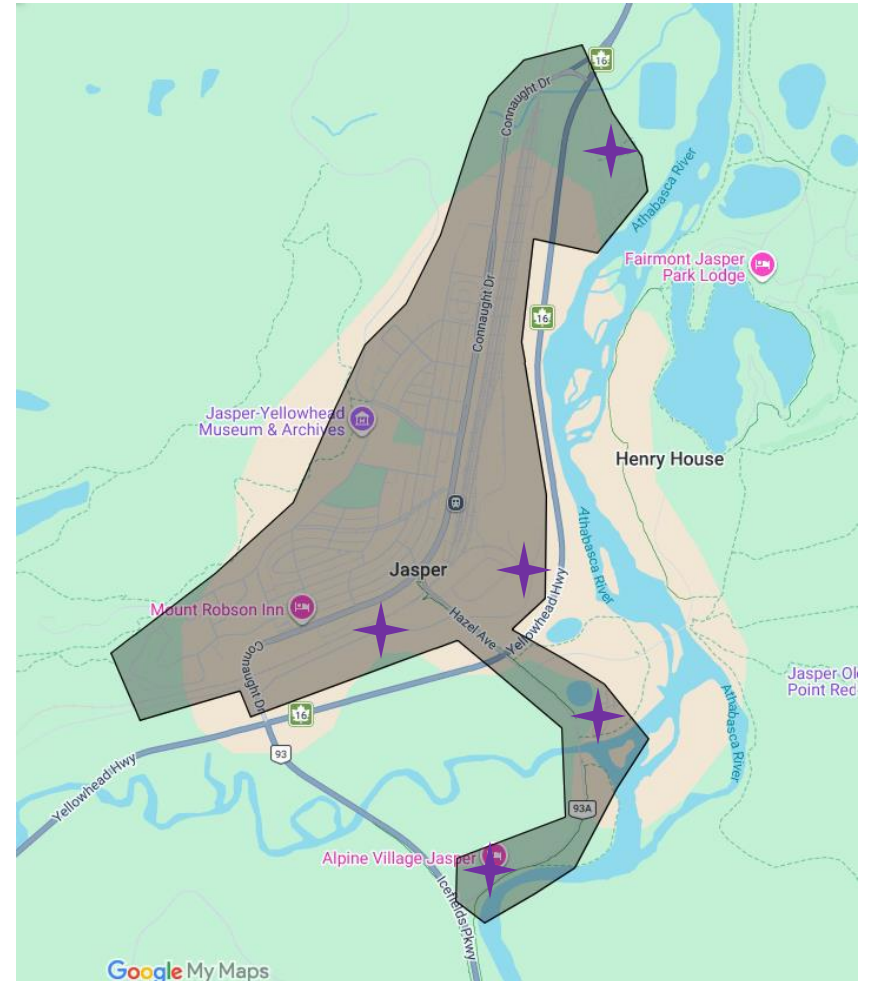


Townsite Service Area Examples

Example New Town Loops



Example On-Request Service Area Covering Nearby Destinations



Transit Service Expansion Options

Increase Winter Route Service Span

What: Increase the span of service in the winter from 8 hours daily (existing) to 12 hours daily.

Why: Transit users want service in the early morning and mid-day, when there have been gaps in the winter schedule.

How: Operating a School Special service that is open to anyone would extend daily span by 2 hours. Further extend the service day to start as early as 6:30 a.m. for commuters and run more service between Noon and 4 p.m.

Result: Service for the public starts earlier in the morning and is more available into the middle of the day when there is typically a 3- to 4-hour break in service.

Service and Cost Impact

New Winter Service Hours:	820
New Cost:	\$71,900
New Revenue:	\$26,600
Net Increase in Cost:	\$45,300

Transit Service Expansion Options

Marmot Basin Winter Service

What: Provide service to Marmot Basin during its winter operating season to serve guests and accommodate staff as feasible.

Why: Service to the ski hill supports the winter economy and local business community is advocating for this addition. Prospective transit users request ski hill service. High potential for new partnerships and/or Corporate Pass program subscribers.

How: Dedicate one bus to providing Marmot Basin service from November to May, with routing to cover both the townsite and JPL on alternating trips. A special fleet vehicle is required, with 40 or more seats and ski/board racks.

Result: Daily, all-day Marmot Basin service on a dedicated route every 90- to 120-minutes spanning approximately 6 a.m. to 6 p.m.

Service and Cost Impact

New Winter Service Hours:	2,340
Cost:	\$331,000
Revenue:	\$187,200
Net Increase in Cost:	\$143,800

Influence of Service Expansion Options on Goals

Qualitative assessment of the impact each expansion option has on the Jasper Transit goals where the darker colour indicates stronger influence.

	Reliable and convenient	Increase access		Connect high-density housing sites	Reduce vehicle congestion and tailpipe emissions	Support businesses and the visitor economy
		within townsite	to nearby destinations			
Summer Frequency Increase	Dark Green	Light Green	Dark Green	Light Green	Light Green	Dark Green
Year-round Townsite Service (fixed route or on-request)	Fixed-Route	Dark Green	Dark Green	Dark Green	Light Green	Dark Green
	On-Request	Light Green	Dark Green	Dark Green	Light Green	Light Green
Increase Winter Service Span	Light Green	Light Green	Light Green	Light Green	Light Green	Light Green
Marmot Basin Winter Service	Dark Green	Light Green	Dark Green	Light Green	Light Green	Dark Green

Cumulative Transit Expansion Impacts

Estimated net cost to implement all service expansion options

	Annual Service Hours	Total Annual Cost	Total Annual Fare Revenue	Net Annual Cost*
Existing (Estimated 2026)	3,920	\$660,000	\$115,300	\$544,700
Existing Service Level Owned Fleet (2027)	3,920	\$555,000	\$115,300	\$439,700
	New Annual Service Hours	New Service Annual Cost	New Service Annual Fare Revenue	Net New Annual Cost*
Expansion: Summer Frequency Increase	1,920	\$219,900	\$51,800	\$168,100
Expansion: Year-round Townsite Service (fixed route or on-request)	2,920	\$412,900 or \$427,900	\$94,600 or \$35,000	\$318,300 or \$392,900
Expansion: Winter Service Span Increase	820	\$71,900	\$26,600	\$45,300
Expansion: Marmot Basin Winter Service	2,340	\$331,000	\$187,200	\$143,800
	Total Annual Service Hours	Total Service Annual Cost	Total Annual Fare Revenue	Total Net Annual Cost*
	11,920	\$1,590,000 or \$1,606,000	\$475,000 or \$416,000	\$1,115,000 or \$1,190,000

*Net costs do not include partner revenues, new corporate pass revenues, or other new revenue streams such as advertising

Transit Expansion Fleet Impacts

Fleet composition and size depend on transit expansion projects

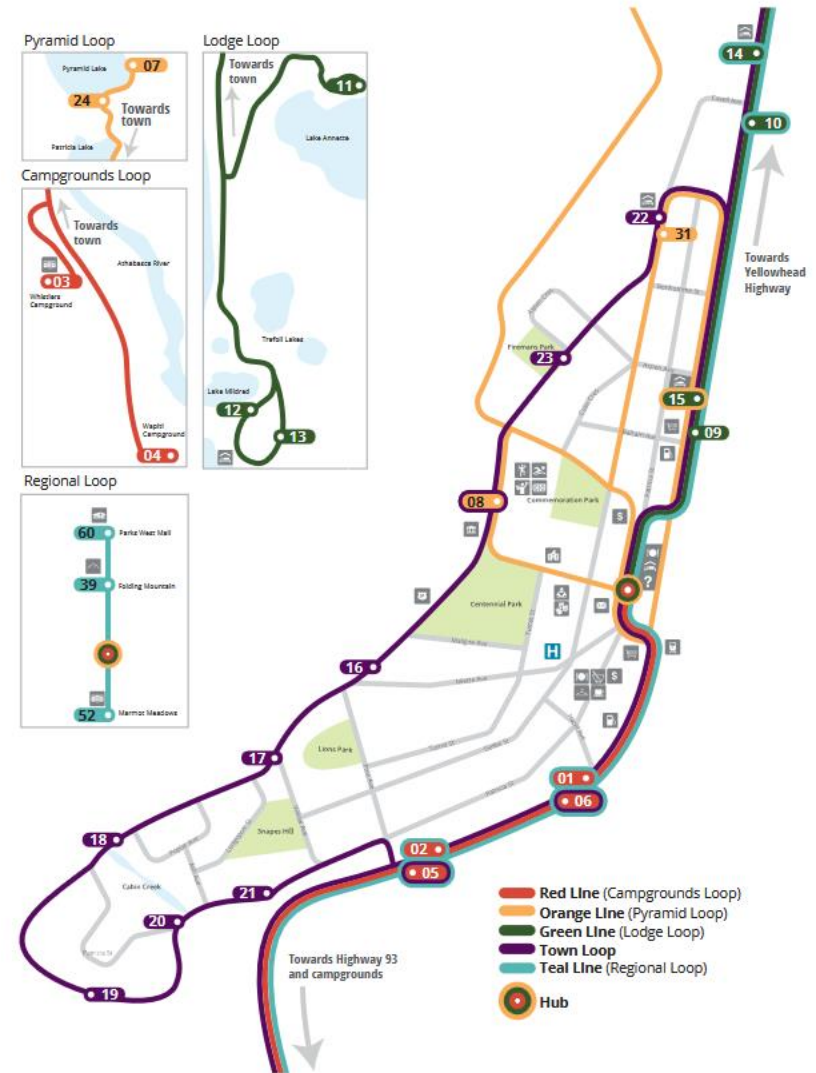
	Fleet In-Service Summer	Fleet In-Service Winter	Spares Summer	Spares Winter
Existing	1 Medium Bus (24 – 28 pax) 1 Yellow school Bus (72 pax)		1 Medium Bus (24 – 28 pax) 1 Large Bus (44 pax)	
Existing with Modified Student Transport (starting September 2026)	1 Large Bus (44 pax) for school days 1 Medium Bus (24 – 28 pax) no school days		1 Medium Bus (24 – 28 pax)	
<i>Transition from Leased Fleet to Municipal Fleet</i>				
Existing with Modified Student Transport (starting Q2 2027)	+ 1 Large Bus (40 – 48 pax) for school days + 1 Medium Bus (20 – 24 pax) no school days		+ 1 Medium Bus (20 – 24 pax)	
Expansion: Summer Frequency Increase	+ 1 Medium Bus (20 – 24 pax)		+ 1 Medium Bus (20 – 24 pax) required for both expansions No new spare required for one expansion	
Expansion: Year-round Townsite Service	+ 1 Medium Bus (20 – 24 pax)			
Expansion: Winter Service Span Increase		No new fleet required		No new spare required
Expansion: Marmot Basin Winter Service		+1 Large Bus (40 – 48 pax)		+ 1 Large Bus (40 – 48 pax)
Buses Required for All Expansions	1 Large Bus (40 – 48 pax) 3 Medium Busses (20 – 24 pax)	2 Large Busses (40 – 48 pax) 2 Medium Busses (20 – 24 pax)	1 Large Bus (40 – 48 pax) 1 Medium Bus (20 – 24 pax)	

Cumulative Fleet Need: 4 Medium Busses (20 – 24 pax)
3 Large Busses (40 – 48 pax)

Transit Service Decisions: Recap

Immediate decisions required to inform near term actions for Local Transit and completion of the Business Plan

- **Student Transportation Service:** How will Jasper Transit be involved in transporting students in September 2026 and beyond?
- **Priority Transit Service Expansions:** What transit service expansions are a priority between now and 2031? Are we missing any expansion options?
 - The next 5-year transit service expansions will impact the desired fleet quantity and composition.
 - Fleet must be delivered by March 31, 2027 to complete the Rural Transit Solutions Fund capital project.



Business Planning Next Steps



Rider Survey 2026

Include questions on the priority / ranking of potential service expansions to inform sequencing.



Fleet Procurement

Move ahead with fleet procurement based on likely service expansions over next 5 years.



Final Plan

Prepare a final plan for Council approval, prior to budget.

Thank you



BACKGROUND AND BUSINESS PLAN INPUTS

Jasper Transit Business Planning for 2027 to 2031

June 2026



Jasper Transit Business Plan Context

The Jasper Transit Business Plan for 2027 to 2031 will be a guiding document to establish level of service expectations and other transit program opportunities for the next phase of Jasper Transit, and to inform the Municipal budget. Planning is occurring in the context of community recovery and fiscal stewardship, which requires some near-term decision-making to set out longer-term expectations and fully leverage capital funding opportunities.

The level of service Jasper Transit provides in 2031 impacts the quantity and size of Jasper Transit fleet vehicles, which must be decided in summer 2026 to maximize the value of federal funding. The way in which Jasper Transit provides student transportation services also impacts fleet and very near-term service planning for September 2026.

The final business plan will outline the transit service expansions in which Council wishes to implement over the next 5 years and the sequencing of the expansions. It will also include program investments and actions required to grow ridership and revenues, improve user experience and expand partnerships.

The purpose of this background document is to compile goals and supporting information to facilitate immediate decisions on service expansion options and student transportation.

Jasper Transit Strategic Priorities

Providing transit service in Jasper is key to delivering on six of Council's strategic priorities for 2026 – 2029:

- **Mobility & Access** – Improve transportation systems so movement works for residents and visitors.
- **Housing Continuum** – Facilitate development of diverse housing options to meet community needs.
- **Climate Adaptation** - Advance initiatives to mitigate the local impacts of climate change.
- **Environmental Stewardship** - Include an environmental lens in decision-making and operational plans.
- **Visitor Economy** - Provide and maintain the core services and infrastructure that enable the visitor economy.
- **Financial Stewardship** – Proactively plan and invest in maintenance and management of natural and built infrastructure.

Jasper Transit Goals for 2027 – 2031

Jasper Transit aims to continue to increase ridership and provide an enjoyable, reliable and convenient experience to customers so that they adopt and continue to choose transit as a way to move around Jasper.

Building on Council’s strategic priorities, the following six goals guide this Business Plan:

- Jasper Transit is a reliable and convenient transportation option for those who do not have access to a private vehicle and those who choose not to use their vehicle.
- Jasper Transit increases access within townsite and to nearby destinations.
- Jasper Transit connects high-density housing sites to relieve demand for vehicle parking.
- Jasper Transit reduces vehicle congestion and tailpipe emissions by moving more people in one vehicle and working to incorporate zero emission vehicles.
- Jasper Transit delivers services that support businesses and the visitor economy.
- Jasper Transit adapts to evolving travel needs.

Key performance indicators (KPIs) will be established for each Jasper Transit goal. This will be formalized through an update to the Transit Service Standards Policy. Potential KPIs are below.

Table 1 – Jasper Transit Goals and KPIs

Goals	Potential KPIs
Jasper Transit is a reliable and convenient transportation option for those who do not have access to a private vehicle and those who choose not to use their vehicle.	<ul style="list-style-type: none"> – Total annual boardings – On-time performance – Service reliability
Jasper Transit increases access within townsite and to nearby destinations.	<ul style="list-style-type: none"> – Boardings per in-service hour by route
Jasper Transit connects high-density housing sites to relieve demand for vehicle parking.	<ul style="list-style-type: none"> – Number of additional dwelling units approved in lieu of parking spaces, in higher density areas. Original permit application vs approved plan. – Percentage of multi-family developments within 200m of a transit stop.
Jasper Transit delivers services that support businesses and the visitor economy.	<ul style="list-style-type: none"> – Tourism Jasper and Jasper Park Chamber of Commerce are engaged in Q1 and Q3, prior to each seasonal service change. – Corporate Pass Program Subscribers
Jasper Transit reduces vehicle congestion and tailpipe emissions by moving more people in one vehicle and working to incorporate zero emission vehicles.	<ul style="list-style-type: none"> – Boardings per in-service hour – Annual fuel consumption

Jasper Transit adapts to evolving travel needs.	<ul style="list-style-type: none"> – Annual rider survey – Quarterly and annual Council reporting commitments
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Background

Jasper Transit launched its first public transportation services in September 2023 and evolved following the Jasper Complex Wildfire in 2024 to offer Regional Transit services in Summer 2025. Due to the wildfire, 2025 was the first full year of Jasper Transit operation. The original plan did not contemplate a regional transit service that now connects displaced residents living in Hinton and at Marmot Meadows.

Jasper Transit Services

The Jasper Transit routes and schedule have evolved since 2023 based on feedback received from community members, businesses and transit riders.

Jasper Local Transit changes schedules and service levels twice per year for the opening and closing of Whistlers and Wapiti Campgrounds in mid-May and mid-October. There are a handful of seasonal amenity stops offered with the Summer service.

Local Transit Summer Service – Mid-May to Mid-October

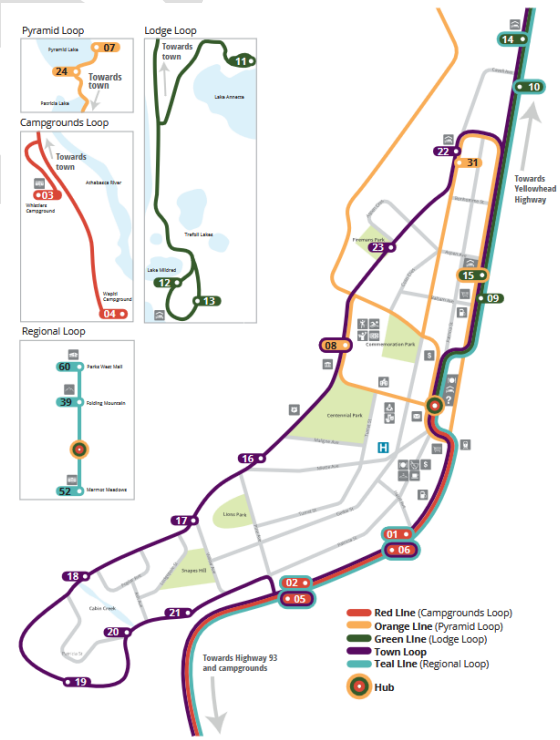
Jasper Local Transit runs 12 in-service hours daily on:

- **Lodge Loop** (including Lake Annette / Edith)
- **Campgrounds Loop**
- **Pyramid Loop** (including Pyramid Beach)

Local Transit Winter Service – Mid-October to Mid-May

Jasper Local Transit runs 8 in-service hours daily on:

- **Lodge Loop** (excluding Lake Annette / Edith)
- **Pyramid Loop** (excluding Pyramid Beach)
- **Town Loop**



A note on Frequency

Frequency is important to public transit customers. A frequent and predictable service is easier to use, allows for spontaneous travel, and encourages more ridership. Most public transit systems define transit service types and service frequency expectations based on different time periods.

In the start-up phase of Jasper Transit and the one-bus system in place in Jasper, there are no explicit frequency targets. Rather, the service level is unofficially measured as the total number of trips provided in a day, on each route. As Jasper Transit evolves, it will be important to establish service standards that include the target frequency of different service types or routes. The service expansion options in this plan include the intended service frequency (or headway) as a starting point.

School Service – early-September to late-June

Jasper Local Transit operates the school bus for Grande Yellowhead Public School Division (GYPSD) through a three-year operating agreement, which expires in summer 2026. School bus service is directed by GYPSD and requires 2 in-service hours daily on school days. This is approximately 360 in-service hours annually. Since 2023, the school bus service was fully funded by GYPSD at \$142,000 annually.

Regional Transit

Regional Transit was established in July 2025. It runs approximately 15 in-service hours daily year-round on the **Regional Loop** from Hinton to Jasper and Jasper to Marmot Meadows. Service on this route is fully funded by the Province of Alberta as a community recovery initiative to connect displaced residents outside of the townsite to Jasper. Service levels vary slightly between summer and winter to create alignment with the local transit schedules and ensure coverage for Marmot Meadows residents at key commute times.

The \$2 Million Provincial funding for Regional Transit covers both direct operating costs, and indirect service costs including administration, communications and engagement, and service planning. The funding is flexible for use based on needs, with an agreement expiration date of June 2029. The pace of spending determines the duration of the funding, i.e. the more service that is delivered, the sooner it will be gone. A summary of expected funding duration is below.

Table 2 - Regional Transit Service Levels and Funding Duration

	Planned Service Level	Actual Service Levels
Total Daily Hours	13	14 – 17 (varies)
Estimated Annual Hours	4,745	5,950
Total Funded Service Months	38	31
Estimated Service Funding End	Fall 2028	Spring 2028

Investing in Capital

In 2023, alongside the launch of Jasper Transit, the Municipality received approval for \$5 million in capital funding through the Rural Transit Solutions Fund (RTSF) to support the transit capital projects below, which must be delivered by March 31, 2027. The aim of these projects is to expand Jasper Transit’s service delivery potential, while leveraging 80% federal funding to bring the most significant capital expenses in-house and reduce third-party costs.

The RTSF initially prioritized zero emission transit systems, however, the electric bus market shifted substantially from 2023 to 2025 and so did the RTSF requirements. After issuing a request for proposals for mid-duty electric busses and finding no suitable suppliers, the Municipality received approval to amend the RTSF capital project scope to permit the purchase of conventional transit vehicles, while maintaining eligibility for funding.

Table 3 - RTSF Capital Project Summary

RTSF Capital Project	Status	Estimated Annual Operating Cost Savings (based on existing service levels)
Design and construction of an EV ready fleet storage facility	Completed and opened in July 2025. Capacity for up to 6 busses.	\$37,000
Purchase of zero emission fleet	Amended to conventional fleet in March 2026. Procurement initiated in Spring 2026.	\$100,000 - \$115,000
Purchase of high-speed EV chargers	One EV charger acquired for EV readiness and pilot opportunities	n/a
Minor transit stop improvements	Planned for Summer 2026	n/a
Purchase of e-bikes and e-bike charging stations	Planned for Summer / Fall 2026	n/a

Fares

Jasper Transit fares may be purchased in four ways:

- Cash on board.
- Physical tickets and passes are available at the Activity Centre desk.
- Single use and day passes are available at the parking kiosk across from the Hub stop.
- Through the HotSpot app.

Local Transit fares increased in May 2026 with the summer service launch. Current Jasper Transit fares are shown below. Recovery Passes, a free transit fare product, are also available for displaced residents who reside outside the townsite. This is administered through the Jasper Recovery Coordination Centre. Recovery Passes are eligible only on the Regional Transit services and Campgrounds Loop.

Table 4 - Jasper Transit Fares (May 2026)

	Single Use	Day Pass	10-Pass	Youth / Senior 10-Pass	Monthly	Youth / Senior Monthly
Local Transit	\$3	\$8.50	\$27	\$21	\$48	\$30
Regional Transit	\$15	n/a	\$130	\$80	\$150	\$100

Corporate Pass Program

In 2024 Jasper Transit established a Corporate Bulk Pass Purchase Program, intended for businesses with five or more employees, who would benefit from unlimited access to the Jasper Transit system. The Corporate Bulk Pass Purchase Program is a yearly Transit subscription, which provides employees of registered organizations full access to all Jasper Transit routes, including the Regional Transit service. To participate, organizations must issue an employee photo ID or other way for transit operators to identify employees who are eligible to rider the transit system. Scalable discounted pricing is based on the annualized Monthly Pass cost.

Jasper Park Lodge subscribed to the Corporate Pass Program starting in June 2024.

Other businesses have expressed interest in the Corporate Pass Program, with one explicitly requiring year-round in-town transit service to justify the investment.

Customer Information and Interfaces

Jasper Transit strives to maintain a consistent digital presence and uses the Municipality’s Jasper Transit webpage as the primary source of customer-facing information. Transit maps and schedules were printed and distributed for the first year of service, however, this has been

discontinued due to the information becoming out of date quickly with each consecutive seasonal service change.

Bus stop signs were also updated regularly with new schedules until the wildfire. Many of the signs were damaged in the fire and require replacement. The temporary signage shows a QR code for the Jasper Transit webpage. Administration is working on a simplified design for new signage.

Passio is the third-party technology used for computer-aided dispatch and automatic vehicle location (CAD/AVL) and automated passenger counting (APC). This software and hardware provider was included as a value-add in the local transit operations contract. The Municipality is now the primary user and interface with Passio. To integrate the Local and Regional services for customers, the Municipality required the regional transit operators to also use Passio. Due to challenges with this service provider, the plan will include actions to assess and acquire new technology suppliers.

Table 5 - Jasper Transit Customer Interfaces

Customer Interface	Primary Sources	Secondary Sources
Transit Service Information (Schedules, maps, fares, etc)	Jasper Transit Website	Bus stop signs HotSpot App (via Passio) Passio GO webpage Google Transit Transit App Printable maps and schedules
Transit Alerts	Jasper Transit Webpage	Municipality of Jasper Social Media HotSpot App
Transit Fare Payment	HotSpot App Cash on board	Jasper Activity Centre Desk Downtown Parking Kiosk
Customer Inquiries or Feedback	Municipal website Feedback Form	Jasper Transit email address Operations Department phone

Service Standards Policy

The first Jasper Transit Service Standards Policy was approved by Council in May, 2024.

The policy includes several components:

- Service warrants for reviewing potential new transit services or evaluating existing services. This includes direction that prior to establishing new routes outside the townsite at the request of a third party, the municipality shall require a two-year external funding commitment equal to 90% of the forecasted operating cost of the route.
- Service Quality and Performance expectations.
- Service productivity factors.

- Transparency commitments, including the obligation to report quarterly and annually to Council, and conduct regular ridership surveys.

Plan Inputs

The 2027 – 2031 Jasper Transit Business Plan is based on:

- **System Performance** through 2025 and early 2026.
- **Customer Feedback**, including open feedback received on an ongoing basis, 2025 Rider Satisfaction Survey results gathered in August and September 2025, and 2026 Rider Satisfaction Survey results to inform plan priorities.
- **Key Stakeholder and Partner Feedback** from meetings held in Q1 and Q2 of 2026.
- **Operating Partner Feedback** from both the Local and Regional transit operating companies.
- **Council Feedback** on the role of transit in the community and future service levels from a workshop held in March 2026.
- **Community Development Plans** including the evolution of wildfire recovery and known and planned changes to Jasper’s development and built form.
- **Administrative Experience** from the first three years of Jasper Transit operation.

Jasper Transit Performance

Service Levels

Local transit service levels from Winter 2024 to Summer 2026 are shown to illustrate the proportion of the daily transit service hours that are allocated to each transit route, by season. The Lodge Loop receives the most service, followed by Pyramid Loop and Campgrounds Loop. The Town Loop receives a marginal level of service.

Table 6 - Local Transit Service Levels from Winter 2024 to Summer 2026 – Daily in-service hours and proportion of total hours

	Total Daily Hours	Lodge Loop Hours	Pyramid Loop Hours	Campgrounds Loop Hours	Town Loop Hours	Lodge Loop	Pyramid Loop	Campgrounds Loop	Town Loop
Winter 2024 / 25	6.3	3.9	2.0		0.4	62%	32%		6%
Summer 2025	11.8	5.4	3.3	3.1		46%	28%	26%	
Winter 2025 / 26	7.0	3.9	2.0		1.1	55%	29%		16%
Summer 2026	11.7	4.6	4.0	3.1		39%	34%	26%	

Ridership

The previous Public Transportation Strategy and Action Plan established quarterly average ridership targets for the plan horizon, shown as the dashed line in the rides per hour figure below. Monthly, the total transit system rides have exceeded the planned targets. When school bus rides are excluded, the local transit route ridership on average has exceeded the targets in summer season months and been below target in the winter season months.

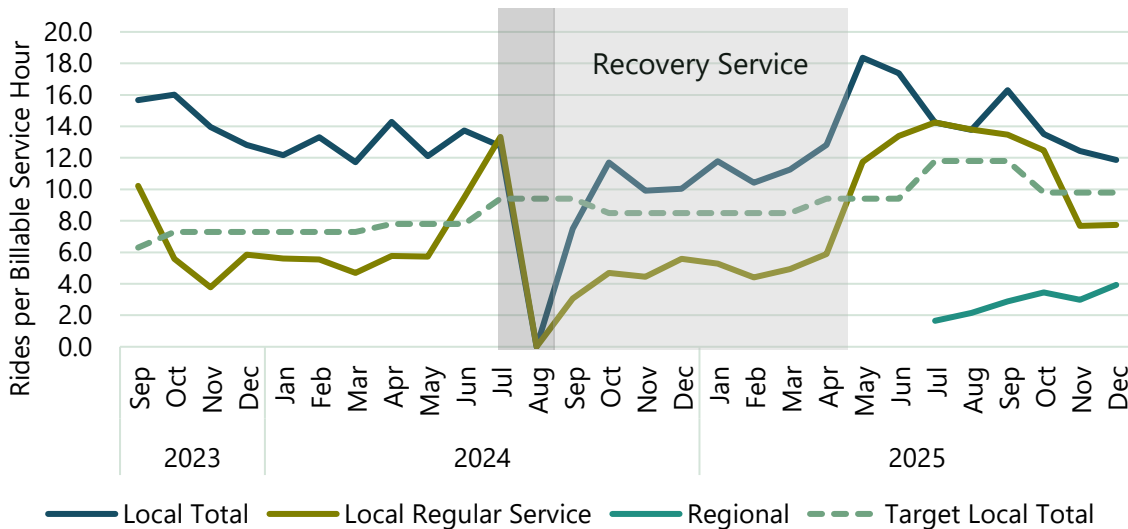


Figure 1 – Monthly Jasper Transit Boardings per Billable Service Hour by Service Type

Looking at rides per billable service hour at the route level shows how performance varies through the year by route. In spring 2025 the average productivity target was 9 boardings per hour, in summer 2025 it was 12 boardings per hour and in Winter 2025 /2026 the target was 10 boardings per hour.

The Lodge Loop has exceeded rider targets year-round, while the Pyramid Loop meets targets only in the summer season. The Town Loop is consistently below target, however improving in late 2025 and early 2026, showing more demand for townsite transit service. The Campgrounds Loop is generally above target, except for May and October when service levels change.

Table 7 - Monthly Boardings per Billable Service Hour by Local Transit Route

	2025												2026				
	* Jan	* Feb	* Mar	* Apr	* May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Lodge Loop	9	8	9	10	12	17	19	20	18	17	13	13	15	14	13	18	21
Pyramid Loop	4	3	3	5	9	11	13	13	11	7	5	5	4	4	3	4	9
Campgrounds Loop					8	12	13	13	14	6							11
Town Loop	1	0	0	0	1					1	1	3	4	3	5	3	

*Note: from January to mid-May 2025 a "Recovery" transit schedule was in place at a slightly reduced service level.

Reliability and On-time Performance

Per the Transit Service Standards Policy, monthly average on-time performance is measured by the Passio CAD/AVL system and reported to Council every quarter. On-time performance issues are mitigated at each schedule change and when issues arise, based on operator feedback. On-time means running from 0 to 5 minutes late, and the target is running on-time 85% of the time.

In 2025, average on-time performance by route was:

- **Lodge** 93.9%
- **Pyramid** 85.7%
- **Campgrounds** 88.75%
- **Town** 99.3%
- **Regional** 79.6%

Administration has worked with the Regional Transit operators to improve on-time performance and to adjust schedules to provide additional buffer for the long-distance service where highway conditions are more variable.

Vehicle Passenger Load

The transit vehicle load is tracked through the Passio system and is used to understand the typical and maximum passenger loads to inform fleet decisions. The current Jasper Transit Local fleet have 28 seats, of which 4 are foldable to accommodate wheelchairs. The following data are for the Local Transit fleet.

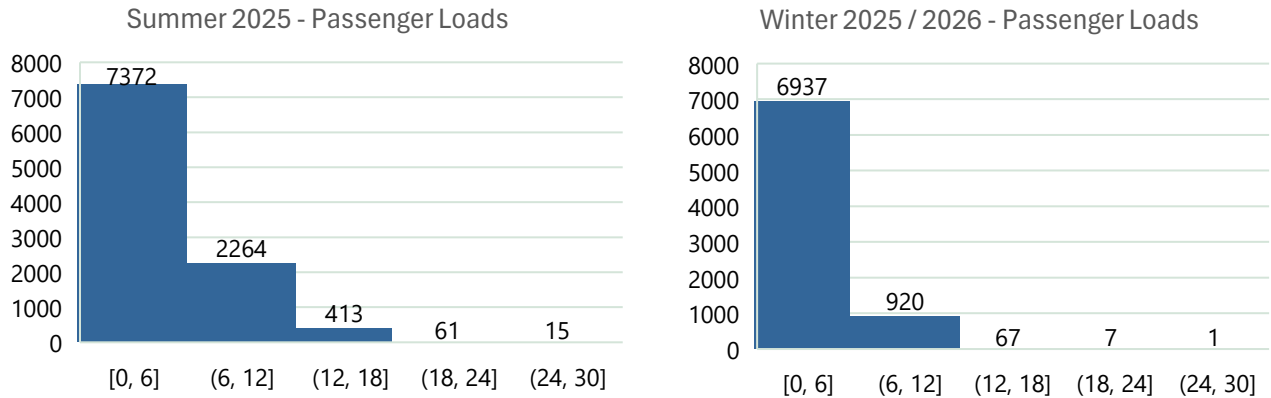


Figure 2 - Histogram of Passenger Loads for All Trips - Summer 2025 and Winter 2025/2026 Service Levels

In both summer and winter, most transit trips see 12 or fewer passengers on board. In both seasons, there are also trips where passenger loads exceed 80% of the bus capacity.

2025 Rider Survey

Rider Satisfaction

The results of the 2025 transit rider survey (n=112 transit riders) show that the top five areas for improvement are:

- Timeliness of the bus and adherence to the schedule (addressed through ongoing work with operators and schedule refinements),
- Availability of information about the bus routes, schedule and fares,
- Ease of purchasing a transit fare,
- Accessibility and ease of access to bus stops, and
- Helpfulness of the bus driver (addressed through ongoing work with operators and supply of transit maps and schedules on board).

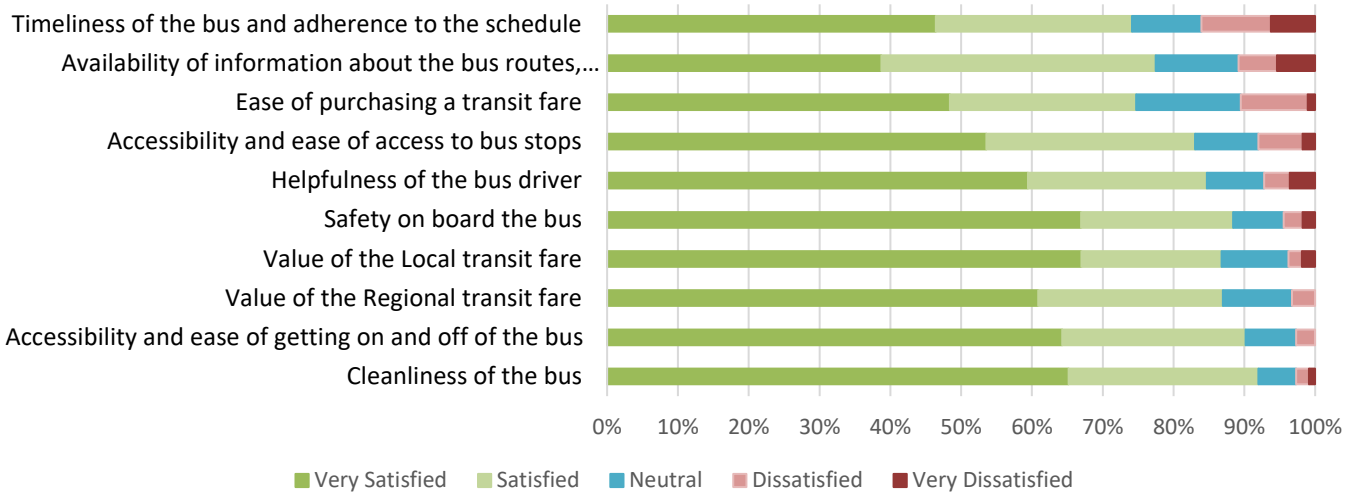


Figure 3 - 2025 Rider Satisfaction Results

Transit Usage

Of the 112 riders who completed the survey, the majority (58%) are regular or frequent transit users, 6% are visitors to the community and 13% were first time users.

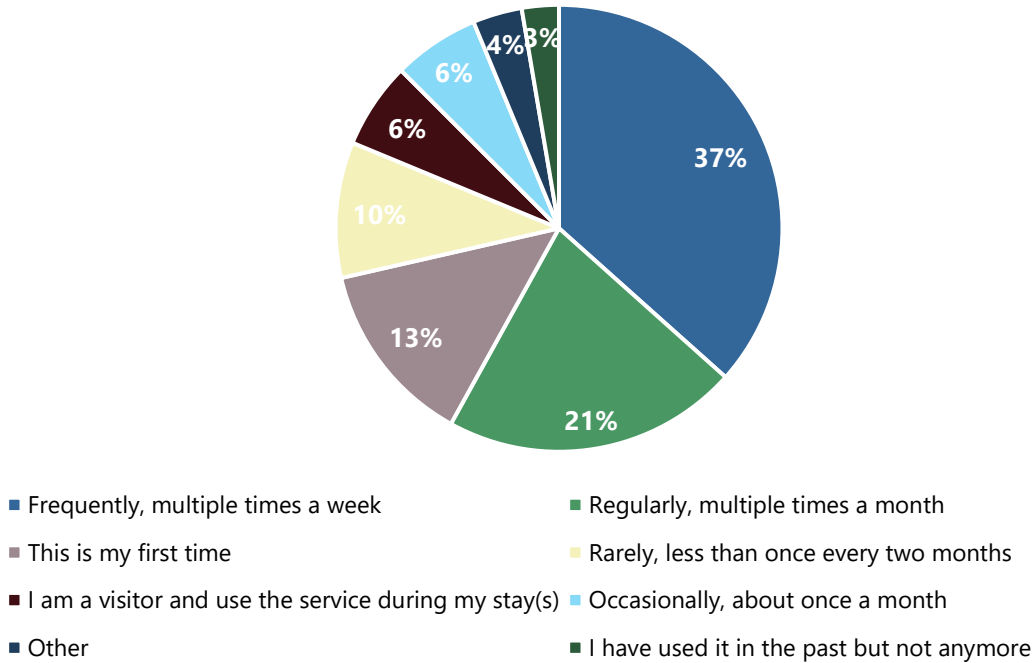


Figure 4 – Transit Rider Frequency of Using Jasper Transit (n = 112)

The top reasons for using Jasper Transit are shopping for groceries and other household necessities, social or community connection and commuting to and from work. These are important daily travel needs.

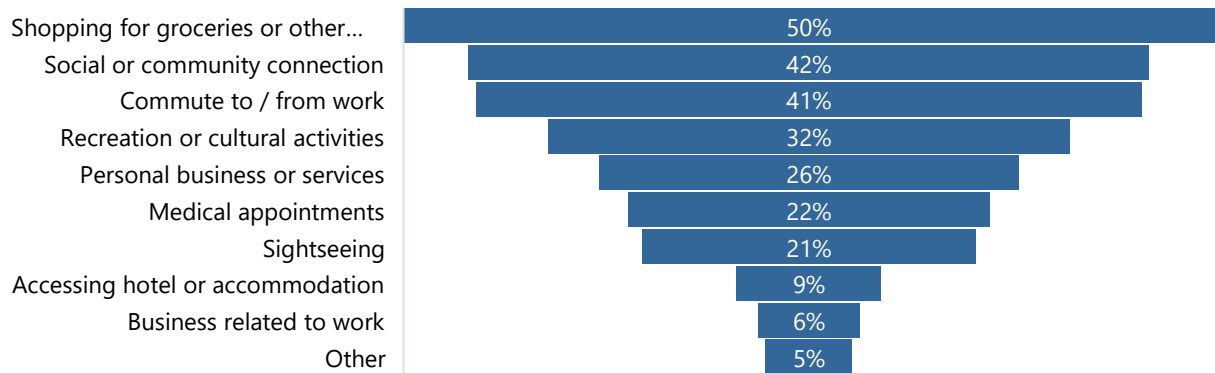


Figure 5 – Transit Rider Reasons for using Jasper Transit (n = 112)

Transit Rider Demographics

Transit rider demographics, identity factors, employment status and home location are also collected in the annual rider survey and summarized below. Most transit riders who participated in the 2025 survey live in Marmot Meadows, the Jasper Townsite and Jasper Park Lodge, are employed full time, and are 30 – 64 years of age. The different identity factors represented by transit riders are also shown below.

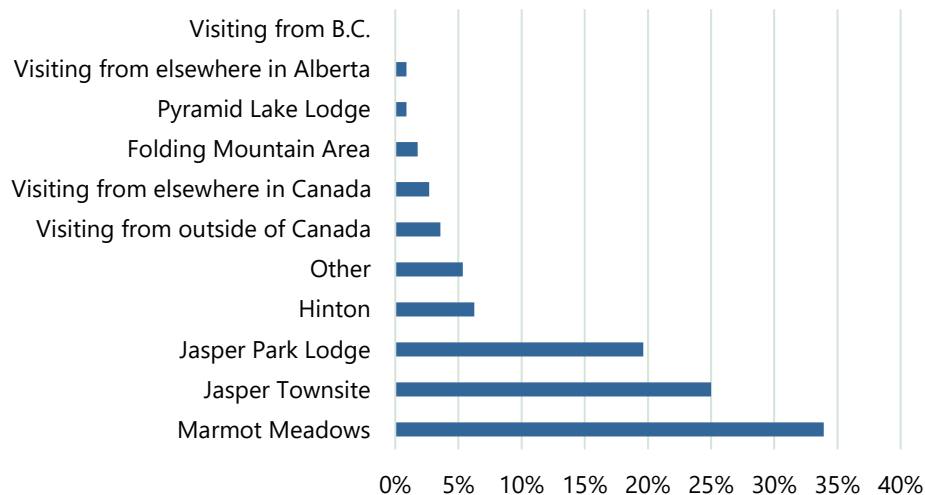


Figure 6 - Transit Rider Home Location (n = 112)

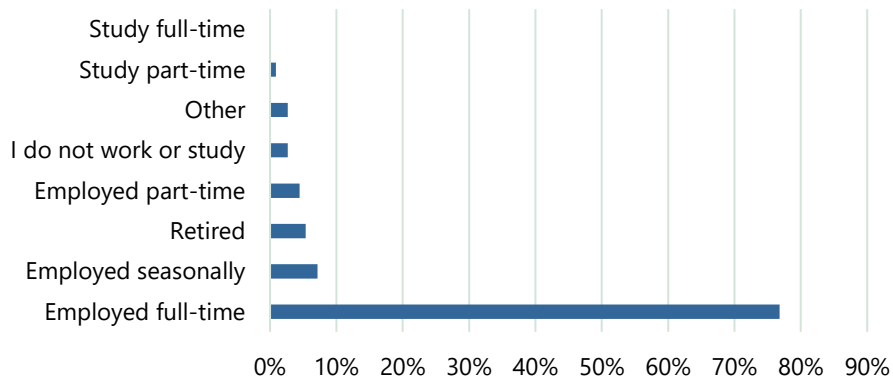


Figure 7 - Transit Rider Employment Status (n = 112)

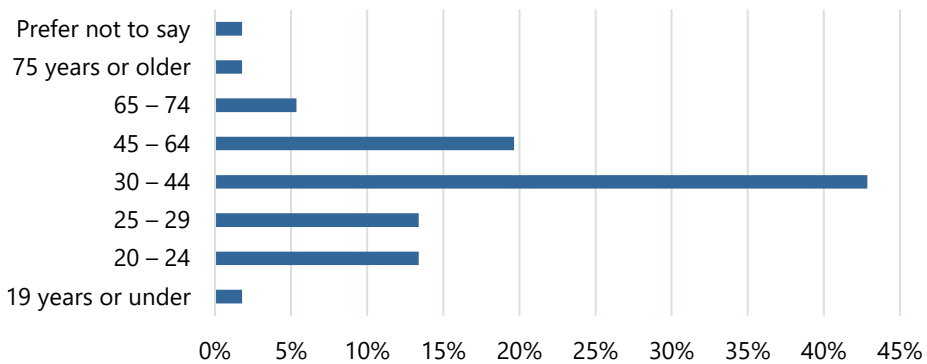


Figure 8 - Transit Rider Age (n = 112)

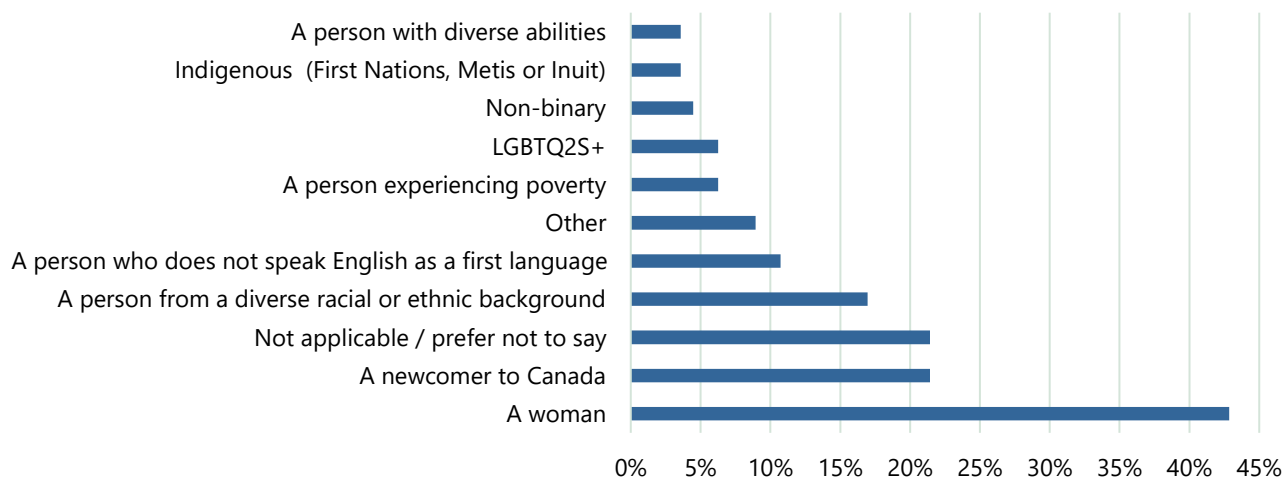


Figure 9 - Transit Rider Identity Factors (n = 112)

Service Planning Stakeholder Feedback

The information in the table below is specific to transit service planning. Other input was collected regarding user experience, fare payment and marketing and promotion opportunities, operability, etc. to inform the other Jasper Transit Opportunities for 2027 – 2031.

Stakeholder Type	Source(s)	Local Transit Feedback	Regional Transit Feedback
Current Transit Riders	<ul style="list-style-type: none"> – Rider survey – Email and web form feedback 	<ul style="list-style-type: none"> – Increase frequency of existing services. – Add year-round townsite service. – Add more stop coverage in townsite and surrounding areas, including Becker's. – Eliminate the midday service gap in the winter schedule. 	<ul style="list-style-type: none"> – Increase frequency of Marmot Meadows service. – Provide Marmot Meadows service between 5:30 and 6:30 p.m. and after 10 p.m. for work shifts. – Provide Hinton trips to match 9-5 workday. – Provide Hinton trips to match school day.
Prospective Transit Riders	<ul style="list-style-type: none"> – Rider survey – Email and web form feedback 	<ul style="list-style-type: none"> – Add Jasper Transit service to Marmot Basin in winter. – Add service to Pine Bungalows in summer. 	
Community Service Orgs	<ul style="list-style-type: none"> – COS – Food Bank – JEEC Temporary Foreign Worker Program – Local Immigration Partnership – Seniors' Society 	<ul style="list-style-type: none"> – Add stop and service coverage in the townsite including Library, Medical Clinic and future Pine Grove Manor. – Add service to surrounding areas including Pine Bungalows, Hotels on 93A, Beckers, Municipal and Parks Compounds. – Add more service to Stop 8 for Activity Centre / Wildflowers Childcare, Food Bank. – JEEC uses Local Transit for some programs. – Consider door-to-door service for seniors and others with mobility challenges. 	<ul style="list-style-type: none"> – Provide Marmot Meadows service between 5:30 and 6:30 p.m. and after 10 p.m. for work shifts. – Hinton level of service works well for errands. – Add more Hinton stops near healthcare services in the valley.

Regional Stakeholders	<ul style="list-style-type: none"> – Town of Hinton 		<ul style="list-style-type: none"> – Promote Jasper Transit service to overcome lack of awareness about Regional Transit from Hinton residents and visitors to Jasper.
Businesses and Visitor Economy	<ul style="list-style-type: none"> – Fairmont – Pursuit – Decore Hotels – JPCC – Tourism Jasper – Marmot Basin 	<ul style="list-style-type: none"> – Add Jasper Transit service to Marmot Basin in winter. – Add year-round townsite service. – Add Jasper Transit service from 6 a.m. – 9 a.m. and better townsite coverage for employees. – Increase in Jasper Transit service levels is expected to justify Corporate Pass contributions. 	<ul style="list-style-type: none"> – Regional Transit supports employees and Corporate Pass holders without vehicles to access Hinton for services and amenities.
Funding Partners	<ul style="list-style-type: none"> – Parks Canada – GYPSD 	<ul style="list-style-type: none"> – Reducing parking congestion at key lake sites is a priority. – Some service expansions may be requested once redevelopment plans are known. – There is a desire for continued collaboration on Student Transportation. 	<ul style="list-style-type: none"> – The funding for Regional Transit must be sustained for the duration of the Marmot Meadows community.
Town Planning	<ul style="list-style-type: none"> – Urban Design and Standards – JRCC 	<ul style="list-style-type: none"> – Increase in Jasper Transit service levels will be required to support townsite redevelopment and increasing density. 	<ul style="list-style-type: none"> – The funding for Regional Transit must be sustained for the duration of the Marmot Meadows community.

AGENDA ITEM 7.3

REQUEST FOR DECISION

Subject: Streetscape Design Standards & Guidelines – Project Update

From: Bill Given, Chief Administrative Officer

Prepared by: Courtney Donaldson, Director of Operations & Utilities
Beth Sanders RPP, Director of Urban Design & Standards

Date: June 23, 2026



Recommendation:

- That Committee receive the report for information.

Alternatives:

- That Committee direct Administration to return with further information.

Background:

- The 2023 capital budget included \$80,000.00 for a Streetscape Study.
- The 2024 capital budget included \$170,000 for a Transportation Master Plan and \$75,000 for a Community Sustainability Plan (Town Plan) update.

Discussion:

The purpose of this report is to provide an update on the status of these three planning activities with a focus on the streetscape study, now called the Streetscape Design Standards and Guidelines project.

The Projects

The **Town Plan** will fulfill the obligations of a community plan (under the Canada National Parks Act) and a municipal development plan (under the Municipal Government Act of Alberta). This document will lay out the overall direction for the community and is an important part of the transition of land use planning and development authority – but would be required even if the transfer of authority was not happening.

The **Transportation Master Plan** will provide current analysis of how people move through Jasper and identify network priorities supporting recovery, active transportation, and long-term community sustainability.

The **Streetscaping Design Project** will establish design standards and guidelines for investment in public infrastructure (such as street and sidewalk replacement). The project envisions three outcomes:

- a. Enhanced character and sense of place within the community.
- b. Improved experience of public rights-of-way (visually and physically).
- c. Enhanced mobility connectivity for multiple modes of transportation in a safe, accessible, environmentally sustainable, equitable, efficient, and inclusive manner throughout the townsite and to the surrounding Jasper National Park trail system.

These three projects are interrelated and are being managed together for cost-effectiveness and to achieve better outcomes for the community. For example:

- Community input from the 2025 Town Plan engagement activities about community values is informing the project
- Traffic data collection will inform transportation analysis (summer 2026 data) for all three projects
- The street classifications that emerge from the Streetscape Design Standards and Guidelines project will inform transportation planning
- The Streetscape Design Standards and Guidelines document, once adopted by Council, will guide future capital investment, asset management, and development review
- The Transportation Master Plan work will inform the new Town Plan, and vice versa

Streetscape Design Standards & Guidelines

Streetscaping is the design and enhancement of the public right-of-way, including roads, sidewalks, and adjoining spaces. It aims to transform streets from vehicular traffic corridors into vibrant, accessible, and attractive public spaces that encourage walking, community interaction, and economic activity in addition to motorized vehicles.

The Streetscape Design Standards and Guidelines document will provide a community-wide framework for designing and improving Jasper's streets and public spaces, guiding future capital investment, asset management, and development review. Work completed to date includes:

- Resource document review and base mapping
- Overview of project principles
- A methodology that integrates streetscapes with character, destinations, nodes, and corridors
- Initial work to define the visual and experiential qualities of Jasper's public realm
- Initial work to define a classification system for Jasper's streetscape types

Community engagement undertaken in 2025 as part of Jasper's town planning process is providing a strong foundation of community values for the project. Further community engagement will take place in the summer and fall of 2026.

Engagement activities will include an online feedback and mapping tool via Engage Jasper, including a questionnaire. Community feedback will provide a vital contribution to the project and will also be used to inform the future Town Plan.

Following engagement, three demonstration opportunities will be installed to test near-term streetscape design concepts prior to establishing standards.

Test Sites

Three locations have been chosen to ensure cost-effective testing that reflect three different mobility experiences. The sites are:

- A. Connaught Drive at the washroom/parking lot crosswalk
- B. Connaught Drive and Hazel Avenue
- C. Patricia Street at the mid-block crosswalk at Domino's/Timberwolf

Implementation of the Streetscape Design Standards and Guidelines document in future years will involve a priority-driven budgeting approach that includes identifying potential sources of funding, joint project development and implementation, and identifying potential project partners.

Administration anticipates that principles from the Green Space Vision Plan (2001) will migrate into the Streetscape Design Standards and Guidelines document. For example:

- Creating a unified, diverse, safe, and accessible multi-modal network that utilizes green space to interconnect areas of the community
- Applying “no-net-negative environmental impact” principles to the upgrading and/or development of roadway boulevards and medians
- Incorporating town gateway enhancements along Connaught Drive
- Enhancing pedestrian experience on Patricia Street

Next Steps:

Administration will be taking the following action over the coming months:

1. Conduct community engagement for the Streetscape Design Standards and Guidelines project
2. Collect data for the Transportation Plan
3. Develop concepts for the identified demonstration sites through the summer of 2026
4. Implement demonstration sites in the fall of 2026, as appropriate
5. Return to Council with updates and budget considerations for the 2027 budget meetings.

Strategic Relevance:

- Creating inviting, safe and accessible public spaces that serve residents and visitors.
- Supporting Jasper’s tourism economy and business environment through quality public realm investment, and effective travel demand management.
- Advancing active transportation and reducing vehicle dependency.
- Delivering coordinated, evidence-based planning.

Inclusion Considerations:

The Streetscape Design Standards and Guidelines document will provide thoughtful improvements to allow for more inclusive use of public space used to move around town. Accommodation of multiple modes of transportation supports residents and visitors with a wide variety of demographics (age, financial status, physical ability, etc.).

Relevant Legislation:

- Canada National Parks Act
- Municipal Government Act (Alberta)

Financial Implications:

These initiatives are funded through approved capital project budgets. Costs associated with streetscape demonstration opportunities will be assessed through the summer. Depending on costs and available funding sources, items may be considered for inclusion in the 2027 budget process.

AGENDA ITEM 7.4

REQUEST FOR DECISION

Subject: Encroachment Bylaw (2026)
From: Bill Given, Chief Administrative Officer
Prepared by: Courtney Donaldson, Director of Operations & Utilities
Reviewed by: Beth Sanders RPP, Director of Urban Design & Standards
Neil Jones, Manager of Enforcement & Compliance
Date: June 23, 2026



Recommendation:

- That Committee recommend Council give first and second reading to the Encroachment Bylaw (2026).

Alternatives:

- That Committee recommend Council give first reading to the Encroachment Bylaw (2026) and direct Administration to return with revisions prior to second reading.
- That Committee direct Administration to undertake further review of the Encroachment Bylaw (2026) and return with amendments.

Background:

- In September 2013, Council approved [Bylaw #168 \(Encroachment Repeal Bylaw\)](#), repealing the previous Encroachment Bylaw (#44), and adopted [Policy F-008 \(Encroachments\)](#).

Discussion:

The repeal of Encroachment Bylaw #044 in 2013 and adoption of Policy F-008 shifted the Municipality's approach from a regulatory framework to an administrative one. While the policy provides detailed guidance for evaluating and managing encroachments, it does not provide the same enforcement tools available under a bylaw. As a result, the Municipality has limited ability to compel compliance when unauthorized encroachments occur, often relying on voluntary cooperation, negotiated agreements, or other legal remedies.

The Municipality's approach to encroachments has evolved from a relatively simple regulatory model under Bylaw #044 to a more detailed administrative framework under Policy F-008. While this evolution improved the Municipality's ability to evaluate and manage encroachments on a case-by-case basis, it also removed the direct enforcement mechanisms available under a bylaw.

The proposed Encroachment Bylaw (2026) modernizes the Municipality's approach by combining the administrative processes developed through Policy F-008 with an enforceable regulatory framework. The bylaw maintains many of the policy's existing tools, including application requirements, encroachment agreements, evaluation criteria, utility review requirements, and protections for municipal operations and emergency access. This allows administration to continue applying a consistent and flexible approach while providing greater clarity regarding acceptable and prohibited activities on municipal lands.

The proposed bylaw also strengthens the Municipality's ability to manage municipal assets and protect public

infrastructure.

Clear definitions, classifications, and decision-making criteria improve consistency and transparency for applicants, while enforcement provisions provide a mechanism to address situations where unauthorized encroachments create operational, safety, or liability concerns. The addition of cost recovery provisions also ensures that municipal resources used to address non-compliant encroachments are not borne by taxpayers.

Administrative authority is delegated to the Chief Administrative Officer to support efficient decision-making, while a Council appeal process provides oversight and an opportunity for review. This balances administrative efficiency with accountability and transparency.

Overall, the proposed Encroachment Bylaw establishes a clear, consistent, and enforceable framework for managing encroachments on municipal lands while retaining the flexibility and administrative tools developed through the existing policy

Strategic Relevance:

- Invest in practices and processes which support high quality decision making.

Inclusion Considerations:

The bylaw establishes a transparent and consistent process supporting equitable treatment of all Jasperites.

Relevant Legislation:

- [Policy F-008 Encroachments](#) (2013)

Financial:

Implementation of the Bylaw is expected to be accommodated within existing operating resources. No additional expenditures are anticipated.

Attachments:

- DRAFT - Encroachment Bylaw (2026)

MUNICIPALITY OF JASPER
BYLAW 2026 #XXX

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

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

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

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

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

1. CITATION

- 1.1 This Bylaw may be cited as the “Jasper Encroachment Bylaw 2026”
- 1.2 The purpose of this Bylaw is to:
 - 1.2.1 Regulate, authorize, and manage encroachments on municipal lands;
 - 1.2.2 Protect public access, municipal operations, services, and infrastructure; and
 - 1.2.3 Provide clarity and consistency in the administration and enforcement of encroachments.
- 1.3 Authority and Application:
 - 1.3.1 This Bylaw is enacted pursuant to the Municipality of Jasper’s bylaw-making authority under federal legislation, including the *Canada National Parks Act*, the *Parks Canada Agency Act*, and the regulations and instruments made thereunder.
 - 1.3.2 This Bylaw applies to all Municipal Land as defined herein.
 - 1.3.3 Where a conflict exists between this Bylaw and another Municipal bylaw, the more restrictive provision shall prevail.
 - 1.3.4 Nothing in this Bylaw limits or replaces the application of the *Canada National Parks Act* or regulations made thereunder.

2. DEFINITIONS

- 2.1 “*Council*” means the Council of the Municipality of Jasper.
- 2.2 “*Chief Administrative Officer*” or “*C.A.O*” means the Chief Administrative Officer who is the individual duly appointed to that position for the Municipality of Jasper at any given time and includes any person authorized to act for and in the name of that individual or designate.

- 2.3 “*Designated Officer*” means a Peace Officer or any other person authorized in writing by the Municipality to administer or enforce this Bylaw.
- 2.4 “*Encroachment*” means any permanent or temporary structure, improvement, or object that is constructed, placed, erected, or maintained on, over, or under Municipal Land, and includes, without limitation:
- 2.4.1 Buildings and building projections;
 - 2.4.2 Accessory structures, fences, and walls;
 - 2.4.3 Hard or soft landscaping, paving, fill, or retaining structures;
 - 2.4.4 Utilities, signs, lighting, and similar installations; and
 - 2.4.5 Any other structure or improvement occupying Municipal Land.
- 2.5 “*Encroachment Agreement*” means a written agreement or authorization issued by the Municipality, which may include a license, permit, or other form of approval, authorizing an encroachment on Municipal Land, and which shall include, at minimum:
- 2.5.1 Identification and location of the encroachment;
 - 2.5.2 Term and termination provisions;
 - 2.5.3 Responsibility for costs, repair, and removal;
 - 2.5.4 Indemnification of the Municipality; and
 - 2.5.5 A requirement for removal upon notice.
- 2.6 “*Fence*” means a vertical physical barrier constructed to provide visual screening or to prevent unauthorized access, or both.
- 2.7 “*Leaseholder*” means:
- 2.7.1 A grantee or other legal entity holding a valid lease or license of occupation with the federal Crown for the use of land in Jasper National Park;
 - 2.7.2 Canadian National Railway, in respect of lots or land parcels held by the railway;
 - 2.7.3 Jasper National Park of Canada, with respect to lots or land parcels held by the Crown.
- 2.8 “*Lessee*” shall mean the holder of a lease or licence of occupation for land in the Town of Jasper.
- 2.9 “*Measurements*” shall account for errors introduced by survey measurements. Compliance measurements shall be rounded to one significant figure (e.g., 0.25–0.39 m rounded to 0.4 m).

- 2.10 “*Municipal Land*” means land held, controlled, or used by the Municipality pursuant to lease, license, agreement, or other federal authorization, including streets, open spaces, and municipal parcels under municipal management.
- 2.11 “*Municipal Parcel*” means any land held, controlled, or used by the Municipality, excluding streets or open spaces.
- 2.12 “*Peace Officer*” means:
- 2.12.1 A member of the Royal Canadian Mounted Police;
 - 2.12.2 A Community Peace officer appointed by the Solicitor General of Alberta; or
 - 2.12.3 A person appointed as a bylaw enforcement officer pursuant to the *Municipal Government Act*, as amended;
- 2.13 “*Permanent Structure*” means a structure fixed to the ground or to another structure by foundations, footings, piles, or other permanent means, or intended to remain indefinitely.
- 2.14 “*Property Owner*” means the leaseholder of land adjacent to Municipal Land who requires or may require an encroachment agreement.
- 2.15 “*Street*” means any thoroughfare, highway, road, trail, avenue, viaduct, lane, alley, square, bridge, causeway, trestle, walkway, or similar place administered by the Municipality and open to public use, including the full road right-of-way, sidewalks, boulevards, and utility corridors or rights-of-way associated with it.
- 2.16 “*Temporary Structure*” means a structure not permanently affixed to the ground and intended for short-term or seasonal use.
- 2.17 “*Ticket*” means a notice issued by a Designated Officer pursuant to the *Provincial Offences Procedure Act* to a person alleged to have contravened this Bylaw, indicating a fine payable for the alleged offence as set out in Schedule D.
- 2.18 “*Utility*” means one or more of the following:
- 2.18.1 Distribution systems for gas, electricity, telephone, cable television, or oil communication products;
 - 2.18.2 Facilities for storage, transmission, treatment, distribution, or supply of water;
 - 2.18.3 Facilities for collection, treatment, movement, or disposal of sanitary sewage, including pumping stations; and
 - 2.18.4 Stormwater drainage facilities, including collection, treatment, pumping stations, ponds, and wetlands.

3. PROHIBITION OF ENCROACHMENTS

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

- 3.1.1 Authorized in writing by the Municipality; or
- 3.1.2 Permitted under the criteria outlined in Schedules B and C of this Bylaw.
- 3.2 Encroachments onto Streets, open spaces, or Municipal Parcels under municipal control shall not exceed **0.3 meters** unless authorized in writing from the Municipality.
- 3.3 Encroachments are prohibited:
 - 3.3.1 On emergency access routes;
 - 3.3.2 In the Cabin Creek riparian area within 30 metres of the high-water mark;
 - 3.3.3 On or adjacent to Municipal Land or any land parcel containing overhead electrical lines.
- 3.4 Encroachments which are contrary to this Bylaw must be removed at the direction of the Municipality.
- 3.5 Encroachments created after September 10, 2013, require written approval from the Municipality. Any Encroachment which has not received approval from the Municipality after this date shall be removed.
- 3.6 An Encroachment which is contrary to this Bylaw constitutes an unlawful occupation of Municipal Land and may be treated as trespass for the purposes of enforcement, removal, and cost recovery.

4. EXISTING ENCROACHMENTS

- 4.1 An Encroachment existing prior to the adoption of this Bylaw does not become permitted by reason of its existence.
- 4.2 The Municipality may require an Encroachment existing prior to the adoption of this Bylaw to be:
 - 4.2.1 Removed;
 - 4.2.2 Authorized by an Encroachment Agreement; or
 - 4.2.3 Acknowledged as a minor Encroachment subject to conditions.
- 4.3 Encroachments existing prior to the adoption of this Bylaw, including those with an encroachment agreement, may be required to be removed within one month or after reasonable notice as stated in writing by the Municipality, where:
 - 4.3.1 Municipal works are required;
 - 4.3.2 Public safety or access is affected; or
 - 4.3.3 The Encroachment is expanded, rebuilt, or structurally altered.

5. PERMITTED ENCROACHMENTS

- 5.1 Minor Encroachments meeting criteria in **Schedules B and C** do not require an Encroachment Agreement.
- 5.2 Permitted Encroachments shall not:
 - 5.2.1 Impede pedestrian or vehicle access;
 - 5.2.2 Interfere with municipal operations, infrastructure, or utilities;
 - 5.2.3 Create a safety hazard; or
 - 5.2.4 Restrict emergency access.
- 5.3 Encroachments within utility rights-of-way require acceptance by the affected Utility. Encroachments within federal easements remain subject to Parks Canada approval.
- 5.4 All permitted Encroachments remain subject to this Bylaw and may be required to be removed, relocated, or altered at the direction of the Municipality.
- 5.5 Authorization of a permitted Encroachment does not create a right or entitlement to compensation.

6. MAINTENANCE AND ALTERATION

- 6.1 Authorized Encroachments shall not be:
 - 6.1.1 Enlarged, relocated, or structurally altered except for routine maintenance;
 - 6.1.2 Reconstructed if damaged beyond 75% of replacement value without Municipal authorization.

7. REMOVAL AND COST RECOVERY

- 7.1 Property Owners must remove Encroachments upon written notice:
 - 7.1.1 Within 30 days, or within a shorter period specified by the Municipality where circumstances require; or
 - 7.1.2 Within 14 days if the encroachment affects emergency access.
- 7.2 Notwithstanding any other provision of this Bylaw, the Municipality may immediately remove an Encroachment without prior notice where, in the opinion of the Municipality, the Encroachment:
 - 7.2.1 Poses a danger to public safety;
 - 7.2.2 Obstructs emergency access; or
 - 7.2.3 Interferes with municipal infrastructure or Utilities.
- 7.3 Costs incurred by the Town may be recovered by adding the amount to the Property Owner's tax roll or by any other lawful means, in accordance with the *Municipal Government Act*. For greater certainty, such recovery is intended to apply where an

encroachment is located on, or extends onto, the Property Owner's land. Where an encroachment is not located on the Property Owner's land, the Town will not add such costs to the tax roll unless the costs are otherwise recoverable in respect of that land under the *Municipal Government Act*.

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

8. APPLICATION AND ADMINISTRATION

- 8.1 Property Owners seeking authorization for an Encroachment must submit:

- 8.1.1 Real Property Report;
- 8.1.2 A copy of the applicable lease agreement;
- 8.1.3 Applicable fees;
- 8.1.4 Photographs; and
- 8.1.5 A written explanation regarding the type of Encroachment and the reasoning for the Encroachment.

- 8.2 Applications shall be circulated to relevant Municipal departments.

- 8.3 Encroachment Agreements shall address:

- 8.3.1 The location and identification of the Encroachment;
- 8.3.2 The term of the authorization and conditions for termination;
- 8.3.3 Responsibility for construction, maintenance, repair, and removal;
- 8.3.4 Allocation of costs associated with the Encroachment;
- 8.3.5 Indemnification of the Municipality, its agents, and licensees;
- 8.3.6 A requirement for removal upon notice by the Municipality; and
- 8.3.7 Such other terms as the Municipality deems advisable under the circumstances.

9. APPROVAL AND APPEAL PROCESS

- 9.1 The CAO or their designate may approve, refuse, or impose conditions on an application for an Encroachment authorization.
- 9.2 Decisions shall be issued in writing.
- 9.3 An applicant may appeal a decision within fourteen (14) days of reception to Council.
- 9.4 Appeals shall be considered in accordance with the procedures established by Council.

10. DELEGATION

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

11. NOTICE

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

- 11.1.1 Personal delivery;
- 11.1.2 Registered mail;
- 11.1.3 Posting on the Encroachment or adjacent property; or
- 11.1.4 Electronic delivery.

- 11.2 Notice is deemed received:

- 11.2.1 Immediately if delivered or posted;
- 11.2.2 Five (5) days after mailing; or
- 11.2.3 On the date of electronic transmission.

12. ENFORCEMENT AND ENTRY

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

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

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

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

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

13. OFFENCES AND PENALTIES

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

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

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

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

14. NO VESTED RIGHTS OR COMPENSATION

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

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

15. SEVERABILITY

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

16. COMING INTO FORCE

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

READ a first time this day of , 2026

READ a second time this day of , 2026

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

Mayor

Chief Administrative Officer

SCHEDULE A
CABIN CREEK RIPARIAN ZONE



SCHEDULE B

PERMITTED ENCROACHMENTS ONTO A STREET

1. GENERAL CONDITIONS

- 1.1 The Encroachments listed in this Schedule are permitted without an Encroachment Agreement, provided that all general and specific conditions of this Bylaw are met.
- 1.2 All permitted Encroachments under this Schedule:
 - 1.2.1 Shall not impede pedestrian or vehicle access;
 - 1.2.2 Shall not interfere with municipal infrastructure or Utilities;
 - 1.2.3 Shall not create a safety hazard;
 - 1.2.4 Shall not restrict emergency access; and
 - 1.2.5 May be required to be removed at any time at the direction of the Municipality.

2. AUTHORIZATION AND DOCUMENTATION

- 2.1 Authorization under this Schedule does not create a right or entitlement to compensation.
- 2.2 Minor Encroachments permitted under this Schedule shall be acknowledged in writing by the Municipality.
- 2.3 The form and issuance of such acknowledgement shall be approved by the Chief Administrative Officer or their designate and may be updated administratively without amending this Bylaw.

3. ACCESS STRUCTURES TO A DWELLING

- 3.1 The following structures providing direct access to a residential dwelling, and compliant with applicable Jasper National Park land use policies and regulations, are permitted;
 - 3.1.1 Front driveways;
 - 3.1.2 Sidewalks and walkways;
 - 3.1.3 Steps; and
 - 3.1.4 Special needs access structures including ramps, lifts, elevators, and fire escapes.
- 3.2 Retaining walls, landscaping features, or decorative structures that do not directly facilitate access are not permitted under this section.

4. DRIVEWAY ACCESSING LANES

- 4.1 Driveway accessing lanes are permitted where:

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

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

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

5. FENCES

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

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

5.2.1 To the back of an existing sidewalk; or

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

6. PORTABLE ACCESSORY STRUCTURES

6.1 Portable sheds and similar accessory structures are permitted where:

6.1.1 The structure is not on footings;

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

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

7. RETAINING WALLS

7.1 Retaining walls are permitted where:

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

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

8. NON-PERMANENT SURFACE IMPROVEMENTS

8.1 The following non-permanent surface improvements are permitted:

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

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

8.1.3 Surface-level landscape rocks; or

8.1.4 Surface interlocking blocks.

9. MUNICIPAL OPERATIONS

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

SCHEDULE C

PERMITTED ENCROACHMENTS INTO UTILITY RIGHTS OF WAY OR CORRIDORS

1. GENERAL CONDITIONS

- 1.1 The Encroachments listed in this Schedule are permitted without an Encroachment Agreement, provided all general and specific conditions of this Bylaw are met.
- 1.2 All permitted Encroachments under this Schedule:
 - 1.2.1 Shall not impede municipal operations, maintenance, or emergency access;
 - 1.2.2 Shall not interfere with Utilities or above-ground or below-ground infrastructure;
 - 1.2.3 Shall not create a safety hazard;
 - 1.2.4 May be required to be removed at any time at the direction of the Municipality; and
 - 1.2.5 Authorization under this Schedule does not create a right or entitlement to compensation.

2. SURFACE VEHICLE DRIVEWAYS AND PARKING AREAS

- 2.1 Driveways and parking areas located within utility rights-of-way or corridors are permitted if:
 - 2.1.1 They are constructed of asphalt, gravel, shale, concrete, or similar material; and
 - 2.1.2 They do not interfere with Utility maintenance or municipal operations.

3. PEDESTRIAN WALKWAYS AND SIDEWALKS

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

4. LANDSCAPING AND NON-PERMANENT SURFACE IMPROVEMENTS

- 4.1 The following surface improvements are permitted:
 - 4.1.1 Sod, seed, and low-level landscaping including shrubs, excluding trees and other deep-rooted vegetation;
 - 4.1.2 Portable sheds and other portable accessory buildings not on footings and under **10.0 square meters** in area.
 - 4.1.3 Retaining walls not exceeding **0.2 meters** in height and not located within **2.0 meters** of above-ground utility facilities;
 - 4.1.4 Movable planters and border materials under **0.3 meters** in height;
 - 4.1.5 Surface-level landscape rocks not exceeding **0.5 meters** in height; and
 - 4.1.6 Municipal animal-proof garbage containers and concrete pads.

5. MUNICIPAL WORKS

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

6. REVIEW AND REVOCATION

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

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

DRAFT

SCHEDULE D

PENALTIES

1. A person who contravenes this Bylaw is guilty of an offence.
2. The following minimum specified penalties apply to offences under this Bylaw:

Fine

- | | | |
|-----|---|-------|
| 2.1 | First offence | \$250 |
| 2.2 | Second offence within twelve (12) months | \$500 |
| 2.3 | Third and subsequent offences within twelve (12) months | \$750 |
3. Where an offence continues for one calendar day, each calendar day constitutes a separate offence and is subject to a separate fine.
 4. In addition to any fine imposed, the Municipality may recover any cost incurred to remedy the contravention as a municipal debt.
 5. The fines set out in this Schedule may be enforced by ticket as provided in Section 12.2 and 13.4 of this Bylaw.

AGENDA ITEM 7.5

REQUEST FOR DECISION

Subject: Tennis Court Refurbishment Project Sponsorship Program
From: Bill Given, Chief Administrative Officer
Prepared by: Christopher Read, Community Development Director
Reviewed by: Angella Franklin, Recreation Facilities Manager
Date: June 23, 2026



Recommendation:

- That Committee recommend Council approve the Tennis Court Refurbishment Project Sponsorship Program as presented.

Alternatives:

- That Committee recommend Council approve the Tennis Court Refurbishment Project Sponsorship Program with amendments.
- That Committee receive this report for information and take no further action.

Background:

On June 16, 2026, Municipal Council received a presentation from the Jasper Tennis Club detailing the funding shortfalls in the project, and their efforts to fundraise to meet that shortfall. At that time Council directed "Administration to bring a report back at a future Committee of the Whole meeting."

Discussion:

The club specifically asked for clarity on what they can promise to possible donors, and how the process would work for various levels of sponsorship and naming requests.

Council has in the past allowed naming rights for large donations – most recently the Jasper Flyers Skate Park project – according to [Policy D-013 Municipal Assets Naming Policy](#).

The policy specifically states that "The final determination for naming municipal assets, including naming opportunities as a result of donations, gifts and sponsorship, will rest with Mayor and Council."

Council discussion revealed a general wish to reduce the hurdles for donors and the tennis club alike, while retaining control of the major naming rights. Council can choose to delegate certain or all aspects of facility naming to Administration.

Administration has developed a simple Sponsor Ship Program (attached) that would allow certainty for the Tennis Club to go forth seeking donors. Key features of the Program include:

- Three sponsorship recognition opportunities:
 - **Donor Wall** - \$500 or more (Club Approval);
 - **Individual Court Naming Rights** - \$25,000 or more, ten-year term (Admin Approval);
 - **Overall Facility Naming Rights** - \$100,000 or more, a fifteen-year term, (Council Approval).

- Sponsorship proposals must align with the values, objectives, and reputation of the Municipality of Jasper and may be declined where they are inconsistent with municipal policies, objectives and standards.

The proposed Sponsorship Program provides a clear and predictable framework for donor recognition while maintaining appropriate oversight of municipal asset naming. By establishing defined sponsorship levels, approval authorities, and eligibility criteria, the program reduces uncertainty for prospective donors and supports the Jasper Tennis Club's fundraising efforts.

The approach balances administrative efficiency with Council's responsibility for significant naming decisions, creates a consistent process aligned with existing policy, and may assist in addressing the project's identified funding shortfall. For these reasons, Administration recommends approval of the Tennis Court Refurbishment Project Sponsorship Program as presented.

Strategic Relevance

- Leverage recreational and cultural opportunities and spaces to increase community connection.
- Nurture relationships that advance the community's interests.
- Provide and maintain the core services and infrastructure that enable the visitor economy.
- Align fiscal capacity to sustain priority services.
- Proactively plan and invest in maintenance and management of natural and built infrastructure.

Inclusion Considerations

The courts will be accessible, and are a low- to no-cost option for recreation in Jasper.

Financial Impact

The costs associated with the project as originally planned are included in the 2026 Capital Budget. The recent cost estimate shows this project has about a \$75,000 funding shortfall.

Attachments

- Tennis Court Refurbishment Project Sponsorship Program Draft

Tennis Court Refurbishment Project Sponsorship Program

1. Purpose

The Tennis Court Refurbishment Project Sponsorship Program (“the Program”) is established to support fundraising efforts associated with the refurbishment and enhancement of the Municipality of Jasper’s outdoor tennis and pickleball facility.

The Program provides a transparent framework for recognizing financial contributions while ensuring appropriate stewardship of municipal assets and public spaces.

This Program is intended to support the Tennis Court Refurbishment Project and does not change existing policy nor does it establish a general municipal sponsorship policy.

2. Sponsorship Opportunities

The following sponsorship opportunities are available under the Program.

2.1 Donor Wall (\$500-\$25,000)

- Individuals, organizations, and businesses contributing a minimum of \$500 may be recognized on a donor recognition wall located at the facility.
- Recognition shall remain in place for the life of the facility or until substantial redevelopment of the site occurs.

2.2 Individual Court Naming Rights (\$25,000)

- Individuals, organizations, and businesses contributing a minimum of \$25,000 may be eligible for naming rights to an individual tennis or pickleball court.
- Individual Court naming rights shall be granted for a period of ten (10) years.

2.3 Overall Facility Naming Rights (\$100,000)

- Individuals, organizations, and businesses contributing a minimum of \$100,000 may be eligible for naming rights to the overall outdoor tennis and pickleball facility.
 - Naming rights shall be granted for a period of fifteen (15) years.
 - Facility naming rights require approval by Municipal Council.
-

3. Eligibility Requirements

All sponsorships must align with the values, objectives, and reputation of the Municipality of Jasper.

The Municipality may decline any sponsorship proposal that:

- a) could reasonably bring the Municipality into disrepute;
- b) conflicts with municipal bylaws, policies, strategic objectives, or community standards;
- c) is political in nature; or
- d) is otherwise deemed inappropriate by the Municipality.

Acceptance of any sponsorship remains at the sole discretion of the Municipality.

4. Recognition Standards

Sponsorship recognition under this Program is intended solely to acknowledge financial contributions toward the Tennis Court Refurbishment Project.

Recognition does not constitute endorsement by the Municipality of any sponsor, product, service, or organization.

Recognition signage shall be tasteful, appropriately scaled, and consistent with municipal design standards.

5. Approval Authority

5.1 Administration

Administration is authorized to:

- a) approve donor recognition wall sponsorships;
- b) approve individual court naming rights sponsorships that comply with this Program;
- c) establish recognition signage standards;
- d) negotiate and execute sponsorship agreements consistent with this Program; and
- e) administer the Program.

5.2 Council

Council approval is required for:

- a) overall facility naming rights;
 - b) any sponsorship proposal that does not comply with this Program; and
 - c) any amendment to this Program.
-

6. General Conditions

6.1 Written Agreements

All sponsorship arrangements shall be documented through a written agreement acceptable to the Municipality.

6.2 Transferability

Naming rights and sponsorship recognition granted under this Program are non-transferable without prior municipal approval.

6.3 Revocation

The Municipality may terminate a sponsorship agreement or revoke naming rights where a sponsor's actions or activities materially conflict with the purpose, intent, or reputation of the Municipality.

6.4 Ownership

Nothing within this Program grants ownership, operational control, exclusive use, or any property interest in municipal facilities or assets.

7. Effective Date

This Program comes into effect upon approval by Municipal Council and remains in effect until the completion of the Tennis Court Refurbishment Project or until rescinded by Council.

AGENDA ITEM 7.6

REQUEST FOR DECISION

Subject: Alberta Police Funding Model
From: Bill Given, Chief Administrative Officer
Prepared by: Christine Nadon, Director of Protective & Legislative Services
Date: June 23, 2026



Recommendation:

- That Committee recommend Council authorize the Mayor to write the Minister of Public Safety and Emergency Services requesting that:
 - The population density modifiers be applied to Jasper's policing costs, and;
 - The Minister use their Ministerial authority to ensure Jasper's policing cost accounts for the municipality's unique circumstances.

Alternatives:

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

Background:

- In December 2025, Administration received correspondence from the Minister of Public Safety and Emergency Services regarding changes to Alberta's Police Funding Model (PFM) to be implemented April 1, 2026. The correspondence outlined that municipal contributions towards policing would increase from 19% to 22% in 2026, gradually reaching 30% over five years.
- At the February 24, 2026 Committee of the Whole meeting, Committee directed Administration to work with the PFM team to identify which modifiers and subsidies might apply to Jasper and report back at a future meeting.

Discussion:

Administration met with staff from the PFM team and was informed that only two modifiers could be applied to Jasper's contribution under the new funding model: the population density modifier, and the detachment vacancy rate.

The detachment vacancy rate is assessed in relation to the provincial average, which is provided directly by the RCMP to the PFM team. That information is not publicly available, and Administration received confirmation that the detachment vacancy rate modifier has already been applied to Jasper's contribution to policing costs.

The population density modifier, however, has not yet been applied. Population density is determined based on data from Municipal Affairs. It considers the Municipality's population and land area, and derives a population density per square kilometer. This information is publicly available on the Government of Alberta website.

Based on Administration's analysis of communities operating under the Provincial Police Service Agreement (PPSA), which includes municipal districts, counties and urban municipalities with populations of 5,000 or less, the average population density of the set is approximately 206.63 per square kilometer. Jasper's population

density across the municipal boundary is 6.31 per square kilometer. Based on this data, it appears that Jasper may qualify for a population density modifier to be applied.

Other factors including Jasper's high per capita equalized assessment values, and the unique nature of our shadow population, while not directly tied to an existing funding modifier, could be relevant information to provide to the Minister to request a revision of Jasper's funding share of the program.

Based on Administration's review, there is a reasonable basis to request that the population density modifier be applied to Jasper's Police Funding Model contribution. In addition, Jasper's unique circumstances—including its large municipal area, significant tourism-driven service demands, and atypical assessment profile—suggest that the standard funding formula may not fully reflect the Municipality's policing needs or ability to pay.

Given the anticipated annual increases in municipal contributions under the Police Funding Model, Administration recommends that Council formally request the Minister to both apply the population density modifier and exercise Ministerial discretion to ensure Jasper's contribution appropriately reflects local conditions.

Strategic Relevance:

- Recognize the fundamental importance of our tourism economy
- Communicate and engage with residents
- Increase awareness and understanding of our unique conditions with other orders of government and funders

Relevant Legislation:

- [Police Act](#) (RSA 2000, cP-17)
- [Royal Canadian Mounted Police Act](#) (RSC 1985, cR-10)
- [Alberta Police Funding Regulation](#)

Financial:

The final amount for the Municipality's contribution for 2026–2027 period is currently estimated at \$512,750.52 and will be calculated and issued March 2027.

These preliminary figures serve as the Municipality's initial budgeting guidelines. The 2027 and future budgets will see an increase in taxation for these changes annually.

In 2027, the increase in Municipal taxation is expected to increase by at least 1% due to these changes.

Attachments:

- Renewed Police Funding Model Preliminary 5-year Estimate

Renewed Police Funding Model Preliminary 5-year Estimate for Municipality of Jasper

Thank you for connecting with the Police Funding Model team and for providing a designated contact to receive your estimated municipal contributions under the renewed Police Funding Model (PFM). Based on the most recent data available to the ministry, we have prepared a preliminary five-year estimate to assist with your municipal budget process for PFM costs moving forward, effective April 1, 2026.

It is important to note that the estimate provided is an approximation. Final amounts payable under the renewed PFM will be based on current data when calculations are completed each March.

Fiscal year	Percentage	Municipal Share before modifiers
2026–27	22%	\$512,750.52
2027–28	24%	\$604,113.34
2028–29	26%	\$751,662.80
2029–30	28%	\$926,405.88
2030–31	30%	\$1,192,706.87

Important Notes:

- This preliminary estimate for Municipality of Jasper is provided for budget planning purposes only.
- All figures are subject to revision.
- Base cost calculations are derived from 2024–25 PPSA frontline policing actuals, with an assumed year-over-year increase of 8% applied to PPSA frontline policing costs.
- The five-year projection is based on Municipal Affairs 2024–25 population data, equalized assessment values, preliminary RCMP occurrence statistics, and RCMP hard vacancy rates. Final invoiced amounts will reflect updated data as it becomes available.
- Modifications to the base formula will be implemented in phases: the weighted occurrences factor will take effect on April 1, 2028, with full model implementation completed by April 1, 2030.

Please contact the PFM team at abpfm@gov.ab.ca if you require any clarification regarding these estimates.

AGENDA ITEM 7.7

REQUEST FOR DECISION

Subject: Records Retention & Disposition Bylaw
From: Bill Given, Chief Administrative Officer
Prepared by: Christine Nadon, Director of Protective & Legislative Services
Reviewed by: Emma Acorn, Legislative Services Coordinator
Date: June 23, 2026



Recommendation:

- That Committee recommend Council give first and second reading to the Records Retention & Disposition Bylaw.

Alternatives:

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

Background:

- In 2025, the Province of Alberta replaced the *Freedom of Information and Protection of Privacy Act* with the *Access to Information Act (ATIA)* and the *Protection of Privacy Act (POPA)*.

Discussion:

Alberta municipalities are bound by the *Municipal Government Act*, the *Access to Information Act (ATIA)*, and the *Protection of Privacy Act (POPA)* to safeguard municipal records and to protect personal information in the custody or under the control of the public body by making reasonable security arrangements against such risks as unauthorized access, collection, use, disclosure or destruction.

No Records Retention and Disposition Bylaw currently exists and the Municipality currently establishes records retention and disposition practices administratively.

Administration is looking to formalize the existing records retention and disposition process, increase compliance with legislative standards, and prepare the organization for broader changes and legislative requirements brought forward by the 2025 provincial *ATIA* and *POPA* legislation.

Overview of the proposed Records Retention and Disposition Bylaw:

- Applies to all municipal records regardless of format or storage medium.
- Authorizes the CAO to establish, approve and maintain Records Retention and Disposition Schedules.
- Requires records to be retained according to approved retention schedules.
- Establishes rules for the authorized destruction of records and delegation of that authority.
- Requires documentation to support records destruction activities.
- Creates records hold requirements for litigation, investigations, audits and ATIA requests.
- Provides a mechanism for Council to designate records of historical value for perpetual preservation.
- Allows transitory records to be destroyed when no longer required for administrative purposes.

The proposed draft bylaw establishes a formalized process for records retention and disposition and considers some aspects of a broader information management and records management program. Administration is currently working with consultants to meet the legislative requirements of the new legislation and will be bringing bylaws and policies to Council in coming months to further strengthen the Municipality's service delivery in this area.

While the proposed bylaw does not represent the full scope of the work required for ongoing records management and ATIA and POPIA compliance, it does address a current risk for the organization with respect to records retention and disposition specifically by giving the CAO the authority to approve retention and disposition schedules, and the ability to establish administrative policies, procedures, standards and practices necessary to support the implementation of the proposed bylaw.

Strategic Relevance:

- Invest in practices and processes which support high-quality decision making.
- Empower our staff by investing in the training and tools they require.

Relevant Legislation:

- [Municipal Government Act](#)
- [Access to Information Act](#)
- [Protection of Privacy Act](#)

Financial:

The proposed Records Retention and Disposition Bylaw does not present immediate costs to the organization.

Attachments:

- Draft Records Retention & Disposition Bylaw

MUNICIPALITY OF JASPER
BYLAW #XXX

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

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

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

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

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

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

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

1. CITATION

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

2. PURPOSE

2.1 The purpose of this Bylaw is to:

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

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

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

2.1.4 Preserve records of historical, evidential or permanent value;

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

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

3. DEFINITIONS

In this bylaw:

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

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

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

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

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

3.6 “Municipality” means the Municipality of Jasper;

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

3.8 “Records Retention and Disposition Schedule” means a schedule approved by the CAO that establishes retention periods and disposition requirements for municipal records.

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

4. SCOPE

- 4.1 This Bylaw applies to all records created, received, maintained or controlled by the Municipality regardless of format or storage medium.
- 4.2 This Bylaw applies to all departments, boards, committees, employees and individuals acting on behalf of the Municipality.

5. ADMINISTRATION

- 5.1 The CAO is responsible for the administration of this Bylaw.
- 5.2 The CAO may establish policies, procedures, standards and practices necessary to implement this Bylaw.

6. RETENTION OF RECORDS

- 6.1 The CAO is authorized to establish, approve, amend and maintain one or more Records Retention and Disposition Schedules.
- 6.2 Records Retention and Disposition Schedules shall:
- 6.2.1 Identify records categories;
 - 6.2.2 Establish retention periods; and
 - 6.2.3 Reflect legal, operational, fiscal and historical requirements.
- 6.3 Approved Records Retention and Disposition Schedules shall constitute the Municipality of Jasper’s official authority for the retention and disposition of records.

7. RETENTION REQUIREMENTS

- 7.1 Records shall be retained in accordance with approved Records Retention and Disposition schedules.
- 7.2 No person shall destroy, delete or otherwise dispose of a municipal record except in accordance with:
- 7.2.1 This Bylaw;
 - 7.2.2 An approved Records Retention and Disposition Schedule; or
 - 7.2.3 Applicable Provincial or Federal legislation.
- 7.3 Records shall be maintained in a manner that preserves their integrity, authenticity, reliability and accessibility for the duration of their retention period.

8. AUTHORIZATION

- 8.1 The CAO is authorized to destroy, delete or otherwise dispose of records that have:
- 8.1.1 Fulfilled the retention requirements established in an approved Records Retention and Disposition Schedule; and
 - 8.1.2 Not been made subject to a records hold or legal preservation requirement.
- 8.2 The CAO may delegate authority for the destruction of records to designated employees.

9. DOCUMENTATION OF DESTRUCTION

- 9.1 The Municipality shall maintain documentation sufficient to demonstrate records were destroyed in accordance with this Bylaw.
- 9.2 Documentation may include:
- 9.2.1 Records categories;
 - 9.2.2 Dates of destruction;
 - 9.2.3 Destruction method;

9.2.4 Authorization; and

9.2.5 Destruction certificates where applicable.

10 RECORDS HOLDS

10.1 Destruction of records shall be suspended where records are:

10.1.1 Subject to an access to information request;

10.1.2 Subject to litigation or reasonably anticipated litigation;

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

10.1.4 Required for an ongoing administrative purpose; or

10.1.5 Otherwise required by law to be retained.

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

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

10.4 Records subject to a hold shall not be destroyed until the hold is formally released.

11 PRESERVATION OF HISTORICAL RECORDS

11.1 Historical Records shall not be destroyed.

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

12 TRANSITORY RECORDS

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

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

13 RESPONSIBILITY

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

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

14 DELEGATION

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

15 SEVERABILITY

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

16 COMING INTO EFFECT

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

READ a first time this day of July, 2026

READ a second time this day of July, 2026

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

Mayor

Chief Administrative Officer

AGENDA ITEM 7.8

REQUEST FOR DECISION

Subject: Affordable Housing Property Tax Grant Program
From: Bill Given, Chief Administrative Officer
Prepared by: Leanne Pelletier, Municipal Housing Manager
Reviewed by: Beth Sanders RPP, Director of Urban Design & Standards
Date: June 23, 2026



Recommendation:

- That Committee recommend Council direct Administration to implement an Affordable Housing Property Tax Grant Program.

Alternatives:

- That Committee recommend Council approve an Affordable Housing Tax Grant Program with amendments.
- That Committee recommend Administration return to Council with additional information.
- That Committee receive the report for information and take no further action.

Background:

- In 2024 the Municipality secured a federal Housing Accelerator Fund (HAF) grant providing \$9.4M over 3 years to advance the construction of new housing in Jasper.
- Council approved the Housing Action Plan on 18, March 2025, which included establishing financial tools to incentivize below-market housing.
- On September 16, 2025, Council approved [Policy F-115](#) "Financial Tools to Incentivize Housing Development".

Discussion:

Housing affordability remains a significant challenge in Jasper due to limited housing supply, land constraints, and high housing costs. Increasing the supply and retention of affordable and below-market housing is a means of addressing this challenge. As such, administration continues to explore financial tools that support housing affordability objectives by encouraging the development and long-term operation of affordable housing.

Addressing housing affordability requires a range of housing providers, including municipal corporations, non-profit organizations, employers, and private developers. Financial incentives can play an important role in improving project viability, reducing operating costs, and encouraging investment in housing that meets community needs.

As a condition of Housing Accelerator Fund (HAF) funding, the Municipality committed to implementing initiatives that remove barriers to housing development and encourage the creation and retention of affordable and below-market housing. One of the approved initiatives is the exploration and implementation of financial incentives that reduce development and operating costs for affordable housing providers. There are several

common approaches municipalities use to provide housing incentives:

Reduced Development Charges

Because Jasper does not have land use authority, it does not establish development fees, limiting the number of financial incentive levers the municipality can access to promote housing development. That said, Parks Canada has demonstrated support for housing incentives by reducing subdivision fees and freezing development fees at pre-wildfire rates rather than implementing fee increases that have been introduced nationally.

Property Tax Exemptions

In 2024, the Minister of Municipal Affairs issued Ministerial Order 2024-011 under the Municipal Government Act, designating qualifying affordable housing as eligible for municipal property tax exemption at the discretion of municipalities. In Jasper; affordable housing owned and operated by the Evergreen's Foundation would qualify for this exemption but housing owned by the JMHC would not.

Grant Programs

Unlike a property tax exemption, which requires the adoption of a bylaw, a grant program allows the Municipality to retain its taxation authority while providing targeted financial assistance through a transparent annual application process. This approach provides flexibility to establish eligibility requirements, monitor outcomes, and adjust program parameters over time.

Recommended Affordable Housing Property Tax Grant Program

The proposed Jasper program would adopt similar principles to the Edmonton Not-For-Profit Affordable Housing Tax Grant Program while tailoring eligibility criteria to local housing needs and municipal priorities.

Key features of the proposed Jasper program include:

- Affordable housing providers would apply for a grant that offsets municipal property taxes rather than receiving a direct tax exemption.
- Eligible properties would meet defined affordability requirements and include affordable, supportive, or government-supported housing.
- Grants would be limited to the municipal portion of property taxes and prorated where only a portion of a property qualifies.
- Properties must continue to meet program requirements to remain eligible for funding.
- Annual applications ensure that public funds are directed toward housing that continues to deliver affordability outcomes while providing Council with ongoing oversight of the program.

The proposed implementation funding allocation is \$250,000, to be fully funded through the HAF grant. Once the initial funding allocation has been fully utilized, administration will evaluate the program's uptake, outcomes, and financial impacts and return to Council with recommendations regarding the continuation, modification, or discontinuation of the program.

An Affordable Housing Property Tax Grant Program would support households experiencing housing affordability challenges by reducing operating costs for providers delivering affordable, below-market, and supportive housing, particularly those that do not qualify for property tax exemptions under Ministerial Order 2024-011. By improving the financial viability of these housing projects, the program would help encourage the development and long-term retention of affordable housing in Jasper.

Strategic Relevance:

- Maintain our system of community-based social infrastructure.
- Facilitate development of diverse housing options to meet community needs.
- Leverage JMHC to increase supply of below market housing.
- Invest in practices and processes which support high quality decision making.

Inclusion Considerations:

An Affordable Housing Tax Grant Program would support housing options for households experiencing housing affordability challenges. The program could reduce operating costs for providers serving residents with lower incomes and those requiring supportive housing. This approach aligns with the Municipality's commitment to equity and reducing systemic barriers.

Relevant Legislation:

- [Policy F-115 "Financial Tools to Incentivize Housing Development"](#)
- Ministerial Order 2024-011 – Designation of Affordable Housing for Tax Exemption

Financial:

Funding to support this initiative is available through the Municipality's Housing Accelerator Fund (HAF) agreement with the Canada Mortgage and Housing Corporation at no cost to the local tax base.

The estimated annual municipal property taxes for the Connaught Development are approximately \$20,000.

Attachments:

- Affordable Housing Property Tax Grant Program Guide

Affordable Housing Property Tax Grant Program Guide

Introduction

The Municipality of Jasper recognizes that affordable and below-market housing is essential to maintaining a healthy, diverse, and resilient community. Rising housing costs, limited land availability, and the loss of housing resulting from the 2024 Jasper Wildfire Complex have intensified the need for initiatives that support the creation and retention of affordable housing options. Property taxes represent a significant operating expense for housing providers and can impact the financial viability of below-market housing projects.

The Affordable Housing Property Tax Grant Program is intended to reduce this burden by providing eligible affordable housing developments with financial assistance equivalent to a portion or all of municipal property taxes, thereby supporting long-term affordability, improving project sustainability, and encouraging continued investment in housing that meets the needs of Jasper residents. This document describes how to qualify for a grant and provides details about the grant program.

The program's funding tools are intended to offset, on an ongoing annual basis, any municipal property taxes for affordable housing providers. The grant recipient must also meet several other criteria as outlined below.

Please note:

- All material submitted to the Municipality of Jasper as part of a grant application may be shared internally within the Municipality of Jasper, and externally with any relevant government agencies.
- Property, or portions of property, that are already exempt under Alberta legislation will not qualify.
- Any non-residential/commercial portions of a property will not qualify.
- Grants are conditional on the property continuing to meet the requirements for the remainder of the tax year. If a property no longer qualifies before the end of a taxation year, the municipality may, in its sole discretion, remove all or part of the grant credit for the current taxation year from the tax roll.

Program Funding

Funding to support the Affordable Housing Property Tax Grant Program is available through the Municipality of Jasper's Housing Accelerator Fund (HAF) agreement with the Canada Mortgage and Housing Corporation (CMHC).

The HAF Action Plan includes commitments to implement financial tools and incentives that encourage the development and retention of affordable and below-market housing.

An initial allocation of Housing Accelerator Fund (HAF) funding will be reserved to support grants awarded under the program. Before the allocated HAF funds are fully expended, Administration will undertake a review of the program's effectiveness and financial implications and report back to Council. At that time, Council will have the opportunity to determine whether the program should continue and,

if so, identify an alternative long-term funding source, including future municipal budget allocations or other external funding opportunities.

Application Process

Applications may be submitted at any time and will be processed once received.

An application portal will accept electronic applications through the Municipality of Jasper website.

An Applicant must be the assessed owner of the property pursuant to Section 304 of the Municipal Government Act, or a management body for that entity. Where there are multiple owners, all owners do not have to sign off on the application but should be aware of the application.

The grant application must be completed in full and include the following information:

- The Applicant's name (and the name of the owners of the property);
- The property location (address);
- Contact information;
- The nature of the property and how it qualifies for the grant;
- The documentation that will show it meets the eligibility requirements for the grant.

After reviewing the application, municipal administration may require an applicant to provide additional information for final funding consideration.

Eligibility Criteria

The following criteria must be met to qualify for a grant:

1. **Not** qualify for an exemption of property taxes under Ministerial Order 2024-011.
2. The property is subject to a legally binding agreement with a federal, provincial, territorial, Indigenous, or municipal government, or an agency thereof, requiring the provision of affordable, below-market housing for a specified period.
3. The Applicant must be the assessed person for the property under Section 304 of the Municipal Government Act (either the owner of the property or the lessee of a property owned by a government entity), or a management body for that entity.
4. The housing provider must be a non-profit entity, or a partnership between a non-profit entity and a for profit entity, or a Municipally Controlled Corporation. Where a for profit entity is part of the ownership, the non-profit entity must own at least 50% of the property.
5. The property must be providing residential housing accommodation to the public or in the process of being constructed with the intention of providing residential accommodation to the public.

Affordable Housing Property Tax Grant Program Guide

6. A minimum of at least 25% of the units on the property must be affordable with rents that do not exceed either 90% of the prevailing market rent for comparable units or 30% of a household's gross pre-tax income.

7. Issues that may disqualify the property or owner include:
 - Unpaid property taxes, utility bills, or other amounts owing to the Municipality of Jasper;
 - Unresolved bylaw, development or building permit, building, fire, health, or safety violations, including stop orders or enforcement actions;
 - Ongoing legal matters, court orders, or liens that may affect ownership of the property or its ability to continue operating as affordable housing;
 - Bankruptcy, insolvency, receivership, or other financial issues that may affect the long-term operation of the housing project;
 - Failure to comply with the terms of an affordable housing agreement, funding agreement, or other legal requirement related to the property;
 - Providing false, inaccurate, or misleading information in a grant application or any other municipal program;
 - Ongoing litigation involving the applicant and the Municipality or;
 - Any other legal or financial issue that, in the Municipality's opinion, creates a significant risk to the property's ability to continue providing affordable housing.

Grant eligibility will be assessed on a property-wide basis; however, where only a portion of a property meets the eligibility requirements, the grant amount will be prorated to apply only to the qualifying residential units. No grant will be provided for:

- any commercial portion of a property,
- non-residential portion of a property, or;
- for any unit or area that already receives an exemption from municipal property taxation.

Administration of the Grant

The Affordable Housing Property Tax Grant is administered on an annual basis. However, once a property has been approved for the program, the Municipality may, at its discretion, waive the requirement for the owner to submit a new application in subsequent years.

Notwithstanding the waiver of an annual application, the Municipality may request updated information or supporting documentation at any time to verify that the property continues to meet all program eligibility requirements.

Grant Amount

The annual grant may provide an offset equal to the municipal portion of property taxes levied on the eligible residential portion of the property. The grant does not apply to provincial education property taxes, local improvement taxes, special taxes, requisitions, or any other charges that are not municipal property taxes. No grant will be provided for the non-residential or commercial portions of a property.

If only a portion of the property meets the criteria for the grant, the grant shall be calculated as follows:

$$\text{Grant Amount} = \text{Total Municipal Property Taxes} \times \text{Eligible Residential Percentage}$$

Where:

- **Total Municipal Property Taxes** = the municipal property taxes levied on the property, excluding provincial education taxes, local improvement taxes, special taxes, requisitions, and any other non-municipal charges.
- **Eligible Residential Percentage** = the proportion of the property that consists of qualifying affordable housing units, expressed as a percentage of the total assessed value or taxable area of the property.

Where some units on a property are already exempt from taxation, they shall not be considered in the above calculation.

Grant Eligibility During Construction

A property that is under construction may be eligible for a grant if, upon completion, it is expected to meet all program eligibility requirements. Grants will not be provided for projects that remain under construction for more than three (3) years. Where a development includes both eligible residential uses and non-residential or commercial uses, the Municipality may determine the eligible grant amount based on the anticipated proportion of the completed project that will qualify under the program.

Partial Year Grants

If ownership of an eligible property changes during a taxation year, the grant may be prorated and applied only for the portion of the year during which the applicant owned the property and met all program requirements.

Where eligibility for this grant is contingent upon the existence of another grant agreement, funding agreement, covenant, or other legal requirement, no payment shall be made until the applicable agreement, or requirement has been fully executed and is in force.

Method of Payment

Approved grant amounts will be applied as a credit directly to the property's municipal tax account. If, at any time during the taxation year, the property ceases to meet the program requirements, the Municipality may adjust or remove the grant credit for the remainder of the year.

Discretionary Nature of the Grant

The Affordable Housing Property Tax Grant Program is discretionary and subject to available funding. The Municipality reserves the right to approve, deny, amend, suspend, or discontinue grants at its sole discretion, including where program funding has been exhausted or is insufficient to support additional grants. Decisions regarding eligibility or the provision of a grant are final and are not subject to appeal.

Applicants are required to provide any information or documentation reasonably requested by the Municipality to assess eligibility or ongoing compliance with the program. Failure to provide requested information may result in the denial, suspension, or cancellation of a grant.

AGENDA ITEM 7.9

REQUEST FOR DECISION

Subject: Arnica Avenue Servicing Cost Recovery Policy
From: Bill Given, Chief Administrative Officer
Prepared by: Bill Given, Chief Administrative Officer
Reviewed by: Emily Dawson, Finance Manager
Natasha Malenchak, Director of Finance & Administration
Date: June 23, 2026



Recommendation:

- That Committee direct Administration to develop an Arnica Avenue Servicing Cost Recovery Policy and return to a future meeting.

Alternatives:

- That Committee direct Administration to discontinue pursuit of future recovery of servicing costs associated with the Arnica Avenue servicing project.
- That Committee direct Administration to identify and report back on alternative methods of recovering servicing costs associated with the Arnica Avenue servicing project.

Background:

- In February 2026, Committee directed Administration to bring forward a borrowing bylaw to cover the remaining costs associated with the servicing of parcels HH and HF.
- In February 2026, Committee further directed Administration to identify approaches to recoup costs, including interest, if possible, associated with the servicing of parcels HH and HF and return to Committee of the Whole at an appropriate time.
- On June 2, 2026, Council gave first reading to Bylaw #286 (Arnica Avenue Servicing Borrowing Bylaw 2026).

Discussion:

The Arnica Avenue servicing project was completed at a total cost of \$1,165,000. The RCMP contributed \$388,295 toward the project, leaving a balance of \$776,705 to be financed through Bylaw #283.

The borrowing bylaw proposes a 25-year term and Administration anticipates the interest rate will be 5 percent or less. Committee has requested that Administration identify approaches to recover these costs, including interest where possible.

One option available to municipalities elsewhere in Alberta is the use of development agreements. Section 650(1) of the Municipal Government Act allows municipalities to require development agreements as a condition of development approval in certain circumstances. Eligible items include, roads required for access to development, pedestrian walkways, public utilities, parking facilities, loading facilities, off-site levies or redevelopment levies imposed by bylaw, and security to ensure the terms of an agreement are carried out.

While Part 17 of the MGA does not apply to Jasper, the provisions provide a useful framework for identifying the types of infrastructure costs that may reasonably be recovered from development. Under Jasper's current development review process, Parks Canada provides the Municipality with opportunities to identify conditions it would like attached to development permit and subdivision approvals. This process allows the Municipality to identify municipal interests and seek measures to address them through negotiations with proponents. The Municipality has entered into development agreements on previous occasions to address matters related to municipal infrastructure, services, and development impacts.

Administration believes that continuing the practice of entering into development agreements where appropriate represents the most practical approach to recovering future servicing costs associated with the Arnica Avenue project. Establishing a Council policy would provide guidance regarding when cost recovery should be pursued, the principles to apply when determining contributions, and the process for negotiating agreements with proponents. A policy would also improve consistency and transparency by providing a Council-approved framework for future discussions. An alternative would be to investigate other cost recovery mechanisms. While additional approaches may exist, development agreements are already a recognized and established practice within Jasper's regulatory environment.

In summary, Administration recommends developing an Arnica Avenue Servicing Cost Recovery Policy that formalizes the Municipality's approach to negotiating future servicing cost recovery agreements. This approach builds on existing municipal practice, provides transparency for future proponents, and creates an opportunity to recover a portion of the costs associated with municipal infrastructure investments that support future development.

Strategic Relevance:

- Invest in practices and processes which support high quality decision-making.
- Provide and maintain the core services and infrastructure that enable the visitor economy.
- Align land use decisions to local priorities.

Inclusion Considerations:

Clear expectations regarding infrastructure cost recovery can improve understanding of municipal requirements and support equitable treatment of applicants. The policy would apply consistent principles to future developments that benefit from municipal infrastructure investments

Relevant Legislation:

- [Municipal Government Act, RSA 2000, c. M-26, Section 650\(1\)](#)
- [Bylaw #283 – Arnica Avenue Servicing Borrowing Bylaw 2026](#)
- [Policy Development and Review Policy A-101](#)

Financial:

Based on a borrowing amount of \$776,705 amortized over 25 years at 5 percent interest, the total borrowing cost is estimated to be approximately \$1.32 million, including both principal and interest. Actual borrowing costs will depend on the final interest rate secured at the time the borrowing is issued.

Attachments:

- None

MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)	STATUS
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.	July 2026	
Recovery Advisory Committee Terms of Reference	November 18, 2025	Director of Recovery	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.	June 2026	Recommended to be deferred to July 2026
Royal Canadian Legion Branch #31	November 18, 2025	Director of Community Development	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.	June 2026	Recommended to be deferred to July 2026
2025 Annual Transit Service Update	January 27, 2026	Director of Operations & Utilities	That Committee direct Administration to return to Committee with the results of the 2027-2031 Transit Business Plan prior to July 2026.	June 2026	
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.	September 2026	
Lot HG (CH) Development	February 24, 2026	Director of Finance & Administration	That Committee direct Administration to identify approaches to recoup costs; including interest, if possible; associated with the servicing of parcels HH and HF and return to Committee of the Whole at an appropriate time.	June 2026	Recommended to be deferred to July 2026

Alberta Police Funding Model	February 24, 2026	Director of Protective & Legislative Services	That Committee direct Administration to work with the provincial Police Funding Model team to identify which modifiers and subsidies might apply to Jasper and report back at a future meeting.	June 2026	
2027 Paid Parking Program	March 10, 2026	Director of P&L Services and Director of F&A	That Committee direct Administration to explore the feasibility of a year-round visitor paid parking program; including potential winter operating models, and to engage with the community and report back at a future Committee o meeting.	September 2026	
Dishware at Multi Purpose Hall	March 24, 2026	Director of Community Development	That Committee direct Administration to return to a future Committee of the Whole meeting with a recommendation regarding the dishware in the Multi-purpose Hall at the Jasper Activity Centre.	August 2026	
Unsolicited Donations	March 24, 2026	CAO and Director of Finance & Administration	That Committee refer the issue of the allocation of any future unsolicited donations to a future Committee of the Whole meeting.	June 2026	
Canada Day	April 28, 2026	Director of Community Development	That Committee direct Administration to bring forward a report to discuss future municipal involvement in organizing Canada Day events, prior to the 2027 budget discussions.	August 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.	October 2026	
Jasper Economic Impact & Opportunity Assessment	June 9, 2026	CAO	That Committee direct Administration to return to a future Committee of the Whole meeting prior to 2026 budget presentations with a report identifying opportunities for Council and the Municipality to support the recommendations and strategic actions in the report presented today.	October 2026	
External Funding Trends & Community Outreach Services Capacity	June 9, 2026	Director of Community Development	That Committee direct Administration to report on options to maintain community social service levels as part of 2027 budget deliberations.	October 2026	
Jasper Racquet Club	June 16, 2026	Director of Community Development	That Council direct Administration to bring a report back at a future Committee of the Whole meeting.	June 2026	