

**MUNICIPALITY OF JASPER  
COMMITTEE-OF-THE-WHOLE MEETING**

DATE: Tuesday, February 24, 2015  
PLACE: **ESB meeting room**  
TIME: 9:30 a.m.

**A G E N D A**

- 1.0 Call to Order
- 2.0 Additions to Agenda
- 3.0 Approval of Agenda
  - 3.1 February 24, 2015
- 4.0 Approval of Minutes
  - 4.1 February 10, 2015 .. .. . attachment
- 5.0 Business Arising
- 6.0 Brief Updates
  - 6.1 Hakone post .. .. . attachment
  - 6.2 Mayor's Poetry Challenge .. .. . attachment
  - 6.3 Human Resources Committee – Applications for community boards attachment
- 7.0 Correspondence for Consideration
- 8.0 Council Representation on Various Boards, upcoming meetings
- 9.0 Upcoming Events
  - February 24 – LEED celebration 1 pm
  - February 25/26 – Living the Brand Workshop, Sawridge
  - March 10 – Chamber meeting 8 am
  - March 27 – Women Mean Business Lunch
- 10.0 In Camera Session
  - 10.1 Deliberative matter (FOIP)
- 11.0 Adjournment

**Committee of the Whole Meeting**  
Tuesday, February 10, 2015  
Emergency Services Building Meeting Room

Present	Richard Ireland, Vonna Arsenault, Dwain Wacko, Helen Kelleher-Empey, Gilbert Wall, Brian Nesbitt, Mark Fercho, Christine Nadon, Alice Lettner, Bruce Thompson, Mary Darling, Michael Lodge, Nicole Veerman
Absent	Rico Damota
Call to Order	Mayor Ireland called the meeting to order at 9:37 a.m.
Additions & Approval of Agenda	7.3 Wastewater Treatment Plant – Mark Fercho 7.4 Seniors Housing – Councillor Kelleher-Empey  MOTION by Deputy Mayor Wall to approve today’s agenda as amended. CARRIED
Approval of Minutes	MOTION by Councillor Arsenault to approve the minutes of the January 27, 2015 committee meeting as presented. CARRIED
Presentation	Mary Darling and Michael Lodge from Tourism Jasper presented Jasper’s new brand, <i>Venture Beyond</i> . The purpose of the new brand is to establish a clear vision for the Destination Marketing Organization and its stakeholders, differentiate Jasper from other Rocky Mountain towns and create a brand culture. Additional brand workshops will be held on February 25 (4:00 to 7:00pm) and February 26 (9:00am to 12:00 noon) at the Sawridge Inn and Conference Centre. Mayor Ireland requested a cost estimate for integrating the change in branding for the Municipality.
Recess	Mayor Ireland called a recess from 10:25 to 10:32 a.m.
Business Arising	Councillor Nesbitt expressed concerns with the fact that no boundaries were defined with regards to where a rodeo would have to be held in order to receive \$10K from Council. Mayor Ireland suggested that funds can be set aside in the operating budget, and conditions determined when the time to expend the funding comes.
Brief Updates Library Report	Mark Fercho reported that the project is progressing as per the project schedule released in December 2014. The next progress update will be provided at the March 10 committee meeting.
Christmas Office Closures	Mark Fercho reported that the pilot office closures over Christmas were well received by staff, and that only two transactions occurred during the closure. Given the low impact on service delivery and the positive response from staff, Mr. Fercho recommended that this become regular municipal practice moving forward.
Wastewater Treatment Plant	Bruce Thompson informed Council of the immediate need to purchase a UV treatment display unit and a septage screening unit for the Waste Water Treatment

Plant, and that funds in the utilities reserve may not be able to accommodate the full cost of the request. In answer to a question from Deputy Mayor Wall, Mr. Thompson indicated that planned capital asset replacements and a contingency fund for emergency repairs would be addressed in the upcoming Asset Management Plan, while responsibility for repairs associated with operation of the facility should be outlined in the service contract with United Water. Council will consider a request for decision to approve funding for the equipment at the February 17 regular meeting.

**Seniors Housing** Councillor Kelleher-Empey brought forward a resident's concern regarding the lack of transitional housing for seniors in the community. Councillors agreed that this matter would be better addressed by the Jasper Community Housing Corporation; Councillor Kelleher-Empey will encourage the resident to forward their concerns in writing to the board for consideration.

**Budget** Alice Lettner presented an updated 2015 Operating Budget, proposing a tax increase of 4.64%. The 0.33% increase in the proposed budget accommodates increases as per the new Collective Agreement as well as final figures for the cost of utilities. Councillors discussed the funding model for water, sewer and garbage rates, and the process in place to transfer funds from yearly operating budgets to reserves. Council will consider a request for decision on the 2015 Operating Budget at the February 17 regular meeting.

**Correspondence** Following a letter to the editor in the Fitzhugh regarding recycling programs, Council suggested that releasing information on the municipal recycling programs would be beneficial.

**In Camera Session** In order to discuss matters concerning FOIP, Councillor Nesbitt moved that the meeting move in camera at 12:01 pm. CARRIED

Councillor Wacko moved that Council revert to open meeting at 12:50 pm. CARRIED

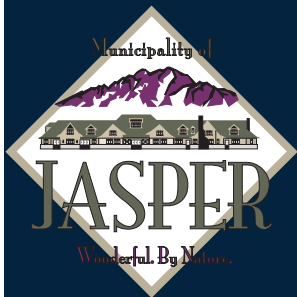
**Adjournment** Councillor Nesbitt moved that, there being no further business, the meeting be adjourned at 12:51 pm. CARRIED

# Hakone Sister City Relationship



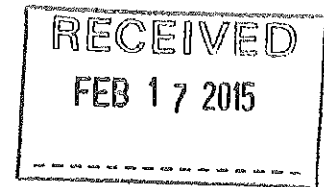
**Jasper, Canada and Hakone, Japan have been sister cities since July 4, 1972.**

These trees were planted on July 1<sup>st</sup>, 2010 by the Hakone Deputy Mayor Masaru Kazuma and Jasper Mayor Richard Ireland, to celebrate the 38<sup>th</sup> anniversary of the sister city relationship between the two communities.





THE CITY OF  
**CALGARY**



February 11, 2015

Mayor Ireland  
Box 520  
Municipality of Jasper T0E 1E0

Dear Mayor Ireland:

**Re: Mayor's Poetry City Challenge: A Celebration of Poetry,  
Writing and Publishing**

For the past three years the City of Regina's Mayor has issued a challenge to the Mayors across Canada to participate in an annual Mayor's Poetry City Challenge. This year the torch has been passed from Mayor Michael Fougere to me, and I am honoured to challenge you to some friendly literary competition.

The purpose of the Challenge is to recognize both UNESCO's World Poetry Day on March 21 as well as National Poetry Month, which is celebrated in Canada and the United States for the month of April. Last year, 45 communities from Whitehorse and Dawson City to Victoria and St. John's took part. Fifty established, emerging and student poets were recognized.

In this spirit, I would like to issue this Challenge – to have a local poet read a poem at the start of one of your Council meetings in March or April. In addition to ensuring that Calgary's Poet Laureate is provided with an opportunity to open a Council meeting with a reading, I also undertake to declare March 21 as World Poetry Day and April as National Poetry Month in Calgary. I hope you will join me in making a similar declaration.

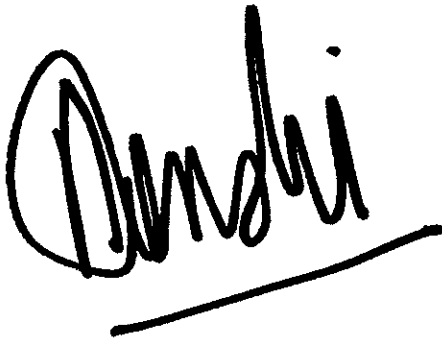
A confirmation form and guide, FAQ, and list of communities that participated in 2014 are attached. Please confirm your intention to participate by completing the confirmation form and returning it to the League of Canadian Poets at the address provided. The League is the lead organization for day-to-day management of this initiative and any questions you may have. I am sure you will find that the municipal requirements are easily managed. Participating communities will be promoted through traditional and social media, as part of National Poetry Month campaign and will be recognized in special promotion for the Mayor's Poetry City Challenge.

All Canadian cities are encouraged to meet the Challenge, but yours is one of those identified as a strong supporter of culture in your region. If you have participated before, thank you for your support and leadership. If this is a new undertaking, I am excited to see you join this initiative which touches artists and citizens alike.

Calgary is proud of its support for the literary arts, and of the many poets and writers in our community. Calgary is pleased to be this year's host city, with our partners, the League of Canadian Poets (LCP), the Writers' Guild of Alberta (WGA), and Loft 112 literary hub. With this challenge, we are pleased to be supporting local artists, while raising awareness and profile on a national level.

I hope you will take up the Mayor's Poetry City Challenge for 2015.

Yours truly,

A handwritten signature in black ink, appearing to read 'Naheed Nenshi', with a horizontal line underneath it.

Mayor Naheed Nenshi  
City of Calgary

Attachments

## MAYOR'S POETRY CITY CHALLENGE 2015 – FAQ

*The League of Canadian Poets (LCP), Writers' Guild of Alberta (WGA), and Loft 112  
in partnership with The City of Calgary*

### **What is the Mayor's Poetry City Challenge?**

Calgary Mayor, Naheed Nenshi, has challenged other Mayors in communities across Canada to have a local poet read a poem at the opening of a Council meeting in March or April. The challenge is a celebration of UNESCO's World Poetry Day (March 21) and National Poetry Month in April. The purpose is to recognize poetry, writing, small presses and the contribution of poets and all writers to the quality of life in our communities. It also celebrates schools, libraries, and the work of so many mayors and municipalities to promote the arts, culture, literacy, and reading.

### **Who can participate?**

Communities large and small. A letter issuing the challenge has been sent to the mayors of selected cities, regional municipalities and towns of all sizes, in all provinces and territories. These communities include capital cities, communities with poets laureate, federally recognized "Cultural Capitals", and key local centres, counties and towns. Other communities are encouraged to join in and to let us know what they are doing.

### **How many communities are expected to take part?**

Forty-five English and Francophone communities from Whitehorse and Dawson City to Victoria and St. John's took part in 2014. We expect more this year. Some communities combine the Mayor's Challenge with writing contests, centennials and community celebrations, poetry strolls, and school programs.

### **How much administration is there?**

Very little. The readings are simply put on the agenda of a regular Council meeting. Communities are encouraged to declare March 21 as UNESCO World Poetry Day and April as National Poetry Month.

### **Are the poets compensated?**

Through Calgary Arts Development, The City of Calgary will provide its poet(s) with a fee based on established arts community rates. Many other communities have done so as well, and we encourage this practice in support of the status of the artist.

### **How can I find out what's going on?**

- The League will issue a national media release on the Mayor's Poetry City Challenge as part of its National Poetry Month communications, and will promote the Challenge on social media. Like [Mayor's Poetry City Challenge](#) on Facebook, Follow [@CanadianPoets](#) on Twitter, watch for updates on the League of Canadian Poets webpage at <http://poets.ca/mayors-poetry-city-challenge-2015>, or email [mayorspoetrycitychallenge@gmail.com](mailto:mayorspoetrycitychallenge@gmail.com).
- Participating municipalities are encouraged to issue media releases and to post notices on social media.

## What communities participated in 2014?

### MAYOR'S POETRY CITY CHALLENGE 2014 / LE DÉFI DE LA POÉSIE 2014

#### Communities confirmed Villes participants au Défi des maires confirmés

##### March/Mars

Cobourg, ON  
Dauphin, MB  
Grande Prairie, AB  
Jasper, AB  
Moncton, NB  
New Westminster, BC  
Saint John's, NL  
Quebec, QC  
Victoria, BC  
Whitehorse, YT

##### April/Avril

Barrie, ON  
Brantford, ON  
Calgary, AB  
Caraquet, NB  
Charlottetown, PEI  
Creighton, SK  
Dawson City, YT  
Edmonton, AB  
Flin Flon, MB  
Fredericton, NB

##### April /Avril (continued/continuée)

Gabriola Island, BC  
Gander, NL  
Guelph, ON  
Halifax Regional Municipality, NS  
La Ronge, SK  
Moose Jaw, SK  
Nanaimo, BC  
Nelson, BC  
New Glasgow, NS  
Norfolk County, ON  
Oshawa, ON  
Powell River, BC  
Regina, SK  
Swift Current, SK  
Toronto, ON  
Vancouver, BC  
Victoria, BC  
Wainwright, AB  
Whistler, BC  
Windsor, ON  
Wolfville, NS  
Wood Buffalo, AB  
Yorkton, SK

#### Declared UNESCO World Poetry Day and National Poetry Month / a declare la Journée de la poésie de l'UNESCO et le mois national de la poésie:

Dauphin, MB  
Prince Albert, SK  
Saskatoon, SK  
Victoria, BC  
Windsor, ON



**MAYOR'S POETRY CITY CHALLENGE**  
**CONFIRMATION OF PARTICIPATION**

Name of Mayor: \_\_\_\_\_

City/Community: \_\_\_\_\_

\_\_\_\_\_ My community will be participating in the Mayor's Poetry City Challenge

\_\_\_\_\_ Decline

**IF YOU ARE TAKING PART**

**1. Who may we contact for information or follow-up?**

Name: \_\_\_\_\_

Position/Department \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

*For Social Media Promotion:* City Twitter Handle \_\_\_\_\_

City Website \_\_\_\_\_ City Facebook Page \_\_\_\_\_

**2. When do you expect the Poetry City reading to be held:**

\_\_\_\_\_ March

\_\_\_\_\_ April

\_\_\_\_\_ To be determined

**3. Do you know the name of the poet(s) who will be reading?**

\_\_\_\_\_ No, Still to be determined

\_\_\_\_\_ Yes. Poet's Name: \_\_\_\_\_

**4. Will you be declaring:**

\_\_\_\_\_ March 21 as UNESCO World Poetry Day

\_\_\_\_\_ April as National Poetry Month

***PLEASE COMPLETE THIS PAGE AND RETURN IT TO:***

The League of Canadian Poets  
312 – 192 Spadina Avenue  
Toronto ON M5T 2C2  
Tel: 416.504.1657  
Fax: 416.504.0096; *email* [mayorspoetrycitychallenge@gmail.com](mailto:mayorspoetrycitychallenge@gmail.com)

## GUIDE FOR MAYOR'S POETRY CITY CHALLENGE COMMUNITIES

The Mayor's Poetry City Challenge is a program of the League of Canadian Poets (LCP) in partnership with the City of Calgary, the Writers' Guild of Alberta (WGA), and Loft 112.

1. ***Be sure to complete the preceding confirmation form***, including the contact information for the person in your Council or Administration who will be the lead for this project. This helps us to track the program and to make sure you are recognized.

If you prefer not to take part, please help us by checking off the your answer and returning the form.

2. Choose a poet from your community to read a poem at your Council meeting in March or April 2015.
3. We suggest a minimum reading time of about five minutes.
4. If you need help choosing a poet, please see the attached contact information on writing organizations in your province and across Canada. These organizations have been advised of the project and should be able to assist you.
5. Please provide us with the name and contact information for your poet (or poets) as soon as one is selected.
6. All communities participating in the 2015 Mayor's Poetry City Challenge are encouraged to follow Calgary's lead in compensating their local poet for their reading, to support the Status of the Artist.
7. Participating communities will be identified in media releases, social media, and at the national launch. We encourage you to promote your participation through your own media channels as well.
8. Poets are invited to send links to bios and their poems (text or video) to be posted on the League of Canadian Poets webpage via the gmail address below. Photos and links to poems and videos can also be sent to our gmail address to be posted on the Mayor's Poetry City Challenge Facebook Page.
9. Contact information:

Mayor's Poetry City Challenge email: [mayorspoetrycitychallenge@gmail.com](mailto:mayorspoetrycitychallenge@gmail.com); or fax 416.504.0096.

Barbara Erochina, LCP Administration and Communications Coordinator, Toronto Office  
[admin@poets.ca](mailto:admin@poets.ca); phone: 416.504.1657.

Bruce Rice, LCP Volunteer lead for the Mayor's Challenge Committee, lives in Regina  
[Bruce.rice@sasktel.net](mailto:Bruce.rice@sasktel.net); phone 1.306.539.6127.

Lisa Murphy-Lamb, *Loft 112* and Contact for the Mayor's Challenge in Calgary  
[loftonetwelve@gmail.com](mailto:loftonetwelve@gmail.com); phone: 1.404.445.1120.

## PROVINCIAL WRITERS' ORGANIZATIONS

The following provincial writers organizations can assist you in identifying a local poet to participate in the Mayor's Poetry City Challenge, or you may already have a poet in mind.

### **The League of Canadian Poets**

312-192 Spadina Avenue  
Toronto, ON M5T 2C2  
Phone: 1.416.504.1657  
Email: [admin@poets.ca](mailto:admin@poets.ca)

### **The Federation of British Columbia Writers**

P.O. Box 3887 Stn Terminal  
Vancouver, BC V6B 2Z3  
Phone: 1.604.683.2057  
Email: [info@bcwriters.ca](mailto:info@bcwriters.ca)

### **Writers' Guild of Alberta**

11759 Groat Road  
Edmonton, AB T5M 3K6  
Phone: 1.780.422.8174  
Toll Free: 1.800.665.5354  
Email: [mail@writersguild.ab.ca](mailto:mail@writersguild.ab.ca)

### **Writers' Guild**

P.O. Box 3986  
Regina, SK S4P 3R9  
Phone: 1.306.791.7746  
Email: [swgevents@skwriter.com](mailto:swgevents@skwriter.com)

### **Manitoba Writers' Guild**

218-100 Arthur Street  
Winnipeg, MB R3B 1H3  
Phone: 1.204.944.8013  
Email: [info@mbwriter.mb.ca](mailto:info@mbwriter.mb.ca)

### **Union des écrivaines et des écrivains Québécois**

3492 Avenue Laval  
Montreal, QC H2X 3C8  
Téléphone: 1.514.849.8540  
Courrielle: [ecrivez@uneq.qc.ca](mailto:ecrivez@uneq.qc.ca)

### **Maison de la poésie de Montréal**

911, rue Jean-Talon Est, local 323  
Montreal, QC H2R 1V5  
Téléphone: 1.514.526.6251  
Courrielle: [poesie@maisondelapoesie.qc.ca](mailto:poesie@maisondelapoesie.qc.ca)

### **Quebec Writers' Federation**

1200 Atwater Avenue, Suite 3  
Westmount, QC H3Z 1X4  
Phone: 1.514.933.0878  
Email: [admin@qwf.org](mailto:admin@qwf.org)

### **Writers' Federation of Nova Scotia**

1113 Marginal Road  
Halifax, NS B3H 4P7  
Phone: 1.902.423.8116  
Email: [director@writers.ns.ca](mailto:director@writers.ns.ca)

### **Writers' Federation of New Brunswick**

527 Dundonald Street, Suite 151  
Fredericton, NB E3B 1X5  
Phone: 1.506.260.3564  
Email: [info@wfnb.ca](mailto:info@wfnb.ca)

### **Association acadienne des artistes professionnelles du Nouveau Brunswick**

140, rue Botsfordpièce 29  
Moncton, NB E1C 4X5  
Téléphone: 1.506.852.3313  
Courrielle: [info@aaapnb.ca](mailto:info@aaapnb.ca)

### **PEI Writers' Guild**

81 Prince Street  
Charlottetown, PEI C1A 4R3  
Email: [peiwritersguild@gmail.com](mailto:peiwritersguild@gmail.com)

### **Writers' Alliance of Newfoundland and Labrador**

Haymarket Square  
223 Duckworth Street, Suite 208  
St. John's, NL A1C 6N1  
Phone: 1.709.739.5215  
Email: [wannassist@nf.aibn.com](mailto:wannassist@nf.aibn.com)



**REQUEST FOR DECISION**

Subject: Appointments to Boards and Committees  
 Prepared by: Beryl Cahill  
 Reviewed by: HR Committee  
 Date – Notice: March 3, 2015  
 Date – Decision: March 17, 2015

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Recommendation by H/R Committee That Council appoint the following individuals to community boards as follows:

Name	Board
_____	_____
_____	_____
_____	_____

Background: Annual advertising for applicants took place in October and November, both on the Municipality’s website and in the Fitzhugh. Appointments were made at the Dec 16, 2014 regular meeting to the Library Board, the Environmental Stewardship Advisory Board, Culture & Recreation, and the Jasper Greenspace Advisory committee, however, some positions on other boards still remained vacant.

Three applications were received for one position on the Culture and Recreation Board – Marianne Garrah, Sonja Dickey, Erica Chen.

Culture & Recreation Board 1 vacant position remains  
 Community & Family Services 3 vacant positions remain

As of this date, no applications have been received for the CFS Board.

Relevant Bylaw: #166 Procedure Bylaw

Relevance to Council Priorities: Relates to Council’s external relationships with residents and the general public.

Fiscal: There is no remuneration for sitting on these boards or committees.

Options: Not appoint and re-advertise.

Attachments: Current list of Culture & Recreation Board & Community & Family Services Board.

NB. Application forms sent to Council and CAO only as “confidential” items.

Director \_\_\_\_\_

CAO \_\_\_\_\_

Agenda Item 6.3

**CULTURE AND RECREATION BOARD  
January 1, 2015 to December 31, 2017  
(Three year terms)**

<u>Name</u>	<u>Original Appt Date</u>	<u>Term commencing</u>	<u>Term concluding</u>	<u>Eligible for further term</u>
Greg Van Tighem	Mar 6/12	Jan 1/14	Dec 31/16	No
Ryan Gardiner	Dec 17/13	Jan 1/14	Dec 31/16	Yes
Jack Templeton	Dec 17/13	Jan 1/14	Dec 31/16	Yes
Sandy Robinson	Feb 19/13	Jan 1/15	Dec 31/17	No
Clayton Anderson	Mar 19/13	Jan 1/15	Dec 31/17	No
Vacant		Jan 1/15	Dec 31/17	Yes

Councillor Kelleher-Empey    Nov 2014    Reviewed annually

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Revised: Jan 1/15  
z/mydocuments/boards/lists/CultRec

# COMMUNITY AND FAMILY SUPPORT SERVICES BOARD

**January 1, 2015 to December 31, 2017  
(Three-year terms)**

<u>Name</u>	<u>Original Appt Date</u>	<u>Term commencing</u>	<u>Term concluding</u>	<u>Eligible for further term</u>
Stephanie Hefner	Mar 4/14	Jan 1/14	Dec 31/16	Yes
Jack Templeton	Mar 4/14	Jan 1/14	Dec 31/16	Yes
Holly Panton	Mar 4/14	Jan 1/14	Dec 31/16	Yes
Vacant		Jan 1/15	Dec 31/17	Yes
Vacant		Jan 1/15	Dec 31/17	Yes
Vacant		Jan 1/15	Dec 31/17	Yes
Councillor Dwain Wacko	Nov 2014	Reviewed annually		

Revised: Jan 1/15  
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