

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

DATE: Tuesday, March 10, 2015  
PLACE: **ESB meeting room**  
TIME: 9:30 a.m. to 11:30 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 March 10, 2015
  
- 4.0 Approval of Minutes
  - 4.1 February 24, 2015 .. .. . attachment
  
- 5.0 Business Arising
  
- 6.0 Brief Updates
  - 6.1 Library progress report .. .. . attachment
  
- 7.0 Correspondence for Consideration
  - 7.1 Economic Development for Elected Officials .. .. . attachment
  
- 8.0 Council Representation on Various Boards, upcoming meetings
  
- 9.0 Upcoming Events
  - March 10 – Chamber meeting 8 am
  - March 11-13 –AUMA Mayors’ Caucus meeting, Edmonton
  - March 14 – Kinette Zone meeting, Jasper
  - March 27 – Women Mean Business Lunch
  - March 29 – Community Dinner preparation – Council & Management staff
  
- 10.0 In Camera Session
  - 10.1 Personnel matter (FOIP)
  
- 11.0 Adjournment

**Committee of the Whole Meeting**  
Tuesday, February 24, 2015  
Emergency Services Building Meeting Room

Present	Richard Ireland, Vonna Arsenault, Dwain Wacko, Rico Damota, Gilbert Wall, Brian Nesbitt, Mark Fercho, Beryl Cahill, Christine Nadon, Alice Lettner, Bruce Thompson, , Nicole Veerman
Absent	Helen Kelleher-Empey
Call to Order	Mayor Ireland called the meeting to order at 9:30 a.m.
Approval of Agenda	MOTION by Councillor Nesbitt to approve today's agenda as presented. CARRIED
Approval of Minutes	MOTION by Councillor Arsenault to approve the minutes of the February 10, 2015 committee meeting as presented. CARRIED
Business Arising	None
Brief Updates Hakone Post	Robson Park was found to be the most favourable location for the Hakone pos. Also discussed a memorial tree. Translation of sign for Hakone tree has arrived today. Bruce Thompson to assess possible moving of tree but is concerned about the long-term survival of the tree. Current position is on Connaught but this location is subject to the elements, gravel from streets, etc. Admin to come up with a working plan.
Mayor's Poetry Challenge	A yearly event, nation-wide, to encourage and recognize poets and their artistry. Motion to accept challenge of Calgary Mayor Nenshi to come to Council at March 3 <sup>rd</sup> regular meeting as notice.
H/R Committee	Three applications received for one position on Culture and Recreation Board. Council to receive as notice at March 3 <sup>rd</sup> regular meeting. The Human Resources Committee to recommend appointments.
Correspondence	None
Council rep. on various boards & upcoming mtgs	Councillor Arsenault – will be absent from March 3 <sup>rd</sup> regular meeting, and will also miss the Museum board meeting. Suggests another councillor attend on her behalf. YRL meeting coming up soon.  Councillor Nesbitt – to attend wayfinding meetings February 26/27 – consultants from Vancouver to attend meeting.  Councillor Damota – Community in Bloom meeting Thurs, February 26.  Mayor Ireland – Tour of Alberta meeting for directors Fri, February 27 at Robson House. February 27 <sup>th</sup> is PJ Day to raise awareness for auto-immune diseases. To

attend AUMA Mayors' Caucus meetings with CAO, Edmonton, March 11-13. To attend AUMA standing committee March 6<sup>th</sup> in Edmonton.

Upcoming events

List of upcoming events as shown on agenda list.

In Camera to discuss Brand and sidewalk seating

Motion by Councillor Damota that the COW move in camera at 10:06 a.m.

Carried

Revert to opening meeting

Motion by Councillor Damota that COW revert to open meeting at 12:00 noon.

Carried

Adjournment

Motion by Councillor Nesbitt that, there being no further business, COW revert to open meeting at 12:02 p.m.

Carried

## CAO REPORT

Subject: Library Project Update for February 2015  
Prepared by: Mark Fercho, CAO  
Date: March 10, 2015

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The Municipality, the architects, the engineers, and the contractor developed a clear project plan to complete the construction of the Jasper Library and Cultural Centre project that does not increase the project cost or decrease the project scope for the completion.

The Municipality of Jasper shared the project schedule with the community in December 2014, as everyone was invited to be aware of the goals we will be monitoring through to project completion and opening of the facility. All parties are working together to produce a quality building for the community.

The progress made each month will be reported at the first Committee of the Whole meeting of Council the following month. This project report is for the work completed in February 2015. Refer to the attached project schedule for the Gant chart of anticipated progress in that month.

### At this reporting period:

- 1. Floors and walls, drywall and painting were planned to be completed as per schedule, they are still ongoing at this time**
- 2. Overall completion date remains as originally scheduled**

### Construction Progress February 2015

- Completed concrete grinding for levelling to main and second floors. Work ongoing to basement in specific areas
- Vertical architectural concrete patching and grinding ongoing. Approximately 75% progress
- Completed cutting of concrete reglets
- Concrete burnishing to second floor primarily complete excluding transitions
- Continued floor preparation to basement and main floor for burnishing
- Continued concrete burnishing to portions of basement floor
- Bulkheads ongoing for Operable Walls on basement, main, and second floors
- Steel stud and drywall installation ongoing to second floor ceilings and walls
- Adjustments to door openings and operable wall pocket door locations ongoing
- Electrical connections to outlets and switches ongoing including testing of circuits

### Administrative Progress February 2015

- Received variance for operable vent windows from Parks Canada
- Received acceptance of geotechnical engineer exterior backfill as required
- Updated construction schedules to project team for planning and tracking, revised schedules for public reporting on next progress report

Director \_\_\_\_\_

CAO 

Agenda Item 6.1

**WORK PLANNED TO BE COMPLETED IN FIRST TWO WEEKS OF MARCH:**

Concrete Floors/Walls

- Continue with burnishing of main floor
- Continue grinding vertical surfaces
- Complete walls with concrete sealer
- Complete transition areas between walls and floors
- Patch and grind transition areas at slab edges and bulkheads

Drywall/Steel Studs

- Continue building walls and bulkheads, boarding walls and bulkheads
- Start taping on all floors.

Millwork

- Installation of door frames to WC only on all floors.
- Review and coordinate installation schedule for millwork on all floors.

Electrical

- Continue 2<sup>nd</sup> Floor Terminations and Fixture Installation for circuit testing.
- Start 2<sup>nd</sup> Floor wire mold and terminations for circuit testing.

Next report (report for March 2015), **due to Mayor and Council: April 14, 2015**

**Attachment: Project Schedule**

Director \_\_\_\_\_

CAO 

Agenda Item 6.1

### Jasper Municipal Library - Master Completion Schedule

Delnor Construction Ltd.

ID	Task Name	Duration	Start	Finish	Timeline																																									
					December	January				February				March			April				May				June			July			August			September												
					1/3	2/0	2/1	2/2	2/2	1/0	1/1	1/1	1/2	2/0	2/0	2/1	2/2	3/0	3/0	3/1	3/2	3/2	4/0	4/1	4/1	4/2	5/0	5/1	5/1	5/2	5/3	6/0	6/1	6/2	6/2	7/0	7/1	7/1	7/2	8/0	8/0	8/1	8/2	8/3	9/0	9/1
1	<b>Project Timeline</b>	187 days	Mon 12/15/14	Tue 09/01/15	[Summary bar]																																									
2	<b>Interior Finishes</b>	142 days	Mon 12/15/14	Tue 06/30/15	[Summary bar]																																									
3	Concrete Floors/Walls	45 days	Mon 12/15/14	Fri 02/13/15	[Task bar]																																									
4	Drywall/Painting	40 days	Mon 01/05/15	Fri 02/27/15	[Task bar]																																									
5	Millwork/Ceilings	32 days	Mon 02/16/15	Tue 03/31/15	[Task bar]																																									
6	Finishing/Flooring	44 days	Mon 03/02/15	Thu 04/30/15	[Task bar]																																									
7	Stairwells/Railings	45 days	Mon 03/16/15	Fri 05/15/15	[Task bar]																																									
8	Fixturing/Finishes	45 days	Mon 04/13/15	Fri 06/12/15	[Task bar]																																									
9	Final Cleaning	12 days	Mon 06/15/15	Tue 06/30/15	[Task bar]																																									
10	<b>Exterior Finishes</b>	70 days	Mon 04/13/15	Fri 07/17/15	[Summary bar]																																									
11	Roofing	20 days	Mon 04/13/15	Fri 05/08/15	[Task bar]																																									
12	Stucco/Stone/Cedar	42 days	Mon 05/04/15	Tue 06/30/15	[Task bar]																																									
13	Sitework	35 days	Mon 06/01/15	Fri 07/17/15	[Task bar]																																									
14	<b>Turnover and Start-Up</b>	45 days	Wed 07/01/15	Tue 09/01/15	[Summary bar]																																									
15	Inspections/Testing	20 days	Wed 07/01/15	Tue 07/28/15	[Task bar]																																									
16	Commissioning/LEED	22 days	Mon 08/03/15	Tue 09/01/15	[Task bar]																																									
17	<b>Building Turnover</b>	0 days	Tue 09/01/15	Tue 09/01/15	[Task bar]																																									



Project: Jasper Library - Completion S  
Date: Mon 12/08/14

Task Split

Progress Milestone

Summary Project Summary

External Tasks External Milestone

Deadline

Agenda Item: 6.1

# Economic Development for Elected Officials



## Are you in the LOOP when it comes to Economic Development?

EDA's Economic Development for Elected Official's course provides you with strategies, tools, resources and experiences to help your community survive, thrive and grow.

**MAY 14, 2015**

**9:00 AM – 4:00 PM**

**HOLIDAY INN, HINTON (393 GREGG AVE.)**

**COST: \$25.00**

**RSVP MARCH 27, 2015**

### 1. The role and function of CED

What is CED and how does it work?  
Who practices CED and how does it affect elected officials?  
How should you budget and monitor the economic development function?  
What is the relationship between municipal planning and economic development?

### 2. Issues and best practices

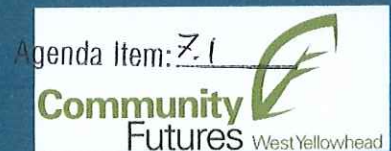
Business investment, retention, expansion and attraction.  
Tourism development and planning.  
Industrial development and planning.  
Understanding the role of public/private partnerships.  
Opportunities for technology-led development.

### 3. How to manage the process

Working with your economic development staff, bringing the whole community to the table.  
Developing and running effective community boards/committees.  
Getting the right information at the right time, and getting a second opinion.  
Obtaining funding for project, plans and infrastructure.  
Liability concerns and issues.

### 4. How to create effective outcomes for your community

Ethical considerations in economic development decision-making when economic interests compete with social good.  
Measuring community value of the work done by your economic development staff.



**RSVP by March 27, 2015 to Nancy at 780.865.1224 or [nrobbins@albertacf.com](mailto:nrobbins@albertacf.com)**