

Municipality of Jasper
Committee of the Whole Meeting Minutes
Tuesday, November 14, 2017 | 9:30 a.m.
Council Chambers, Jasper Library & Cultural Centre

Present	Mayor Richard Ireland, Deputy Mayor Helen Kelleher-Empey, Councillors Rico Damota, Jenna McGrath, Paul Butler, Scott Wilson and Bert Journault
Also Present	Mark Fercho, Chief Administrative Officer Christine Nadon, Legislative Services Manager Kayla Byrne, Legislative Services Coordinator Natasha Malenchak, Director of Finance and Administration Angie Thom, Director of Library Services Ken Feser, Public Library Services Branch Chris Guilbeault, Hawkings Epp Dumont LPP Katherine Wills, Jasper Skate Park Committee Evan Matthews, the Fitzhugh Seven observers
Call to Order	Deputy Mayor Kelleher-Empey called the meeting to order at 9:37 a.m.
Additions to Agenda	Mr. Fercho requested item 7.1 Letter of understanding between MOJ and the Jasper Municipal Library Board be moved to item 5.2; and item 8.1 Jasper Seniors Society and its bus service be moved to item 5.3.
Approval of Agenda	MOTION by Mayor Ireland to approve the agenda for November 14, 2017 as amended. CARRIED
Approval of Minutes	MOTION by Councillor Damota that the minutes of the October 10, 2017 meeting be approved as presented. CARRIED
Presentations: Public Library Services Branch	Mr. Ken Feser, of the Public Library Services Branch, delivered a brief introduction to library services in Alberta, discussing municipal and board roles, and the Libraries Act and Regulation.
Letter of understanding: MOJ and the Library Board	A draft letter of understanding between the Municipality of Jasper and the Jasper Municipal Library Board was presented to Council. Updates to the letter include health and safety, communication, and staff relations and responsibilities. The letter will come back for decision at the December 5 regular Council meeting. A version of the letter highlighting all changes will be sent to Council.
Recess	Deputy Mayor Kelleher-Empey called a recess from 9:53-9:58 a.m.
Jasper Seniors Society and its bus service	The Jasper Seniors Society advised Council of its intentions to cease operations of its bus service, and its hopes that the Municipality will take over operations. Council directed administration to research the bus usage, frequency, community need, and liabilities.
Financial audits and statements	Chris Guilbeault of Hawkings Epp Dumont LPP presented reading financial statements, external audits, accounting issues, and operating audits.

Bus. arising from minutes	Councillor Journault inquired about upcoming hearings for the Jasper Interconnection Project. Mr. Fercho will provide Council with an update.
Brief Update: Legal name change of JALC	The Jasper Adult Learning Centre legally changed its name to the Jasper Employment & Education Centre, and requested that change be reflected in Council policy F-001 Adult Learning Council. Council discussed the services provided by the Municipality of Jasper to the Jasper Employment & Education Centre, the costs associated with those services, and the Municipality's obligation to continue providing those services. Administration will provide a report regarding those services and obligations at the November 28 committee of the whole meeting.
Corr. Jasper Skatepark Committee – CFEP grant	The Jasper Skatepark Committee did not meet the criteria to apply for the CFEP large stream funding grant, however, it has received approval to apply for the CFEP small stream grant funding. To complete its application, the committee requested a \$16,000 donation from Council. Katherine Wills of the Skatepark Committee was present to answer questions from Council. Council discussed proper procedures for funding requests and the CFEP application process. Mrs. Malenchak will research the CFEP grant process and regulations. The matter will return for discussion at the November 28 committee of the whole meeting.
Playground fundraiser	École Desrochers and Jasper Elementary School sent a letter requesting a donation for playground construction.
Other new bus.	None
Council Rep. on Boards, Meetings	Councillor Damota attended a Jasper Community Housing Corporation meeting, where JCHC development sites were discussed.
Events	Council received a list of upcoming events.
In Camera	MOTION by Mayor Ireland to move in camera to discuss a deliberative matter. CARRIED
Revert to public meeting	MOTION by Mayor Ireland to revert to open meeting at 1:50 p.m. CARRIED
Adjournment	MOTION by Councillor Damota that, there being no further business, the meeting be adjourned at 1:50 p.m. CARRIED