

Committee of the Whole Meeting

Tuesday, February 25, 2014

Present	Mayor Richard Ireland, Deputy Mayor Brian Nesbitt, Councillor Rico Damota, Councillor Helen Kelleher-Empey, Councillor Vonna Arsenault, Councillor Dwain Wacko, Peter Waterworth, Alice Lettner, Christine Nadon, Bob Covey (The Jasper Local)
Absent	Councillor Gilbert Wall
Call to Order	The Mayor called the meeting to order at 9:35 a.m.
Additions & Approval of Agenda	6.9 Finance update 6.10 CAO recruitment Motion by Councillor Nesbitt that the agenda, with additions, be approved. CARRIED
Approval of Minutes	Motion by Councillor Kelleher-Empey that the minutes of the February 11, 2014 committee meeting be approved as presented. CARRIED
Business Arising	<p>Councillor Damota inquired whether the museum had provided a sustainability or business plan to Council following the yearly allocation of funds. Council discussed the need for some form of criteria or standards for groups receiving public funding; if municipal departments are expected to provide business plans, external organizations should be bound by similar accountability mechanisms. Council requested that Administration present draft criteria for discussion at a future committee meeting.</p> <p>Mayor Ireland requested that Director of Finance & Administration Alice Lettner work with the Administrative Officer to clarify the 2014 operating budget motion passed at the February 18 regular meeting. The draft minutes should reflect the amendments to the budget, in addition of stating that the budget was approved.</p>
Boards and Committees	Council reviewed the request for decision for upcoming appointments to boards and committees.
Twinning Conference	Council discussed the financial implications of hosting the Alberta/Japan Twinned Municipalities Conference in Jasper in 2015, and requested that Administration provide more information about which policies apply to funding twinning-related activities.
Exchanged Lands	Councillor Wacko suggested that Council start working on a process to find a meaningful purpose for the exchange lands. The Municipality anticipates getting the old high school site towards the end of 2015, at the standard established in the land exchange agreement (grassed, irrigated parkland). Given the multiple stakeholders, interests and possibilities for the land parcel, Mayor Ireland suggested that the municipal public engagement process be applied, and that a comprehensive list of stakeholders, interests and obligations be assembled to begin the first stages of the discussion.

Policy B-017: Community and Economic Dev. Funds Following the creation of restricted funds for these areas in the 2014 operating budget, Council discussed the need to review policy B-017: Community and Economic Development Funds. A budget commitment for cultural initiatives needs to be integrated in the policy, and the broader issue of providing guidelines for gifts in kind should also be explored as part of this process. Council discussed the complexity of accommodating requests from groups of varying sizes and levels of organization, and the need for an inclusive approach to criteria development.

Council requested that Administration explore the possibilities for updating the policy, including responsibility for approving funding requests, setting eligibility criteria and seeking public engagement during the policy review process. A motion to release money from the restricted funds will also be required to accommodate the upcoming CDF and EDF applications.

Cavell Nurses' Trust Council received correspondence from the Cavell Nurses' Trust on their centenary celebration in 2015. Mayor Ireland suggested sharing the information with the Jasper Partnership and with local nurses to find out if they are interested in participating in the celebration.

Jasper Local Food Society Request Council reviewed a request from the Jasper Local Food Society (JLFS) to use the McCready Centre's parking lot for seasonal Farmers' Markets. This would require the Municipality to issue a licence to conduct business on public lands, which goes against the Business Licensing Bylaw (#110). The group's request to increase the size of the Community Garden can be addressed as a separate item.

Mayor's Poetry Challenge Council received correspondence on the Mayor's Poetry City Challenge, requesting Council to have a local poet read a poem at the opening of a regular Council meeting in March or April. Councillors expressed interest in participating in the challenge.

Community Capacity Building Initiative Council received correspondence from the Jasper Adult Learning Centre on the Becoming a Community Builder program. Councillor Kelleher-Empey indicated the Learning Centre is planning to submit a Community Development Fund application for the initiative; Councillor Kelleher-Empey will report to Council on what a partnership would entail after meeting with the Learning Council's executive director.

Finance Update Director of Finance and Administration Alice Lettner informed Council that Michael Epp from Hawkings Epp Dumont will be in Jasper on April 1, 2014 for an audit presentation. Mrs. Lettner also requested that Council pick a date for capital budget planning, and informed councillors that the Utilities Rates Bylaw will return to Council for approval to rectify an error in the posted rates.

CAO Search Council discussed the importance of starting the CAO recruitment process as soon as possible, and set a meeting for Tuesday, March 4, 2014 to start discussing the process. CAO Peter Waterworth and Human Resources Manager Martha Fleming will also be present.

Adjournment There being no further business, the Mayor adjourned the meeting at 11:39 a.m.