

MUNICIPALITY OF JASPER  
COMMITTEE-OF-THE-WHOLE MEETING

DATE: Tuesday, September 8 2015  
PLACE: ESB meeting room  
TIME: 9:30 a.m.

AGENDA

- 1.0 Call to Order
- 2.0 Additions to Agenda
- 3.0 Approval of Agenda
  - 3.1 September 8, 2015
- 4.0 Approval of Minutes
  - 4.1 August 25, 2015 .. .. . attachment
- 5.0 Business Arising from Minutes
- 6.0 Brief Updates
  - 6.1 Library Project update .. .. . attachment
- 7.0 Correspondence/Information items
- 8.0 Council Representation on Various Boards, upcoming meetings
- 9.0 Upcoming Events
  - Sept 15 – Jasper Park Chamber of Commerce dinner meeting
  - Sept 17 - NETMA
  - Sept 22-25 – AUMA convention, Calgary
  - Sept 25 – Mayor’s Night for the Arts
  - Sept 25-27 – Alberta Culture Days – Raven About the Arts
  - Oct 1-3 – CFC Conference
  - Oct 5 – All Candidates’ Forum, Jasper Activity Centre
  - Oct 15 - Ambassadors’ Gala
  - Oct 19 – Federal Election
  - Oct 30 – Robson Sisters’ Hallowe’en, Robson House
- 10.0 Adjournment

**Committee of the Whole Meeting**  
 Tuesday, August 25, 2015  
 Emergency Services Building Meeting Room

Present	Mayor Richard Ireland, Councillors Vonna Ireland, Helen Kelleher-Empey, Dwain Wacko, Rico Damota, Brian Nesbitt
Absent	Councillor Gilbert Wall
Also present	Mark Fercho, Beryl Cahill, Kathleen Waxer, Yvonne McNabb, Marianne Garrah, Nicole Veerman (Fitzhugh)
Call to Order	The Mayor called the meeting to order at 9:30 a.m.
Approval of Agenda	MOTION by Councillor Arsenault that the agenda for today's committee meeting be approved as presented. <span style="float: right;">Carried</span>
Approval of Minutes	MOTION by Councillor Nesbitt that the minutes for the meeting of August 11 <sup>th</sup> , 2015 be approved as presented. <span style="float: right;">Carried</span>
Busking – AB Culture Days	Council received a request from Marianne Garrah on behalf of IOTAD and Alberta Culture Days to allow busking during the Alberta Culture Days events on September 26 and 27, 2015. Ms. Garrah reported that, in previous years, the street entertainers have been paid through a government which is now not available this year. Council agreed to consider the request by way of notice of motion at the September 1 <sup>st</sup> 2015 regular meeting. In the meantime, CAO Mark Fercho will conduct some research of others areas that allow busking.
Requests from IOTAD & JAG For waiver of lease fees for the new library Bldg..	<p>Council received requests from both IOTAD and JAG for Council to waive the lease fees for their tenancy in the new library building for specific periods of time (IOTAD – one year; JAG – eight months). Culture &amp; Recreation Director Yvonne McNabb provided a total potential loss of revenue at \$30,602, and stated that custodial costs would still need to be paid as this is done on contract \$50 per month per group; utilities would still need to be paid as these are on separate meters for each user group, the cost of which is unknown.</p> <p>Council requested that both groups provide business plans. The requests will be presented at the September 1, 2015 regular meeting by way of notice of motion.</p>
Business Arising from Minutes	In response to a question from Councillor Nesbitt, Mayor Ireland advised that the Tour of Alberta road closures have been advertised.
Strategic Plan 2ns quarter	Councillors were advised that the most recent updates to the Strategic Plan are currently on the Municipality's website as a separate document to today's agenda package. Paper copies will also be provided to councillors.

CAO Mark Fercho suggested that Council might consider cancelling the September 22<sup>nd</sup> 2015 committee meeting in order to use the day for reviewing and refining the Strategic Plan at the mid-point in their election term.

A request for waiver of notice and decision on cancelling the Sept 22<sup>nd</sup> committee meeting will be presented to Council on September 1<sup>st</sup> at its regular meeting.

Legion Tax and Utilities status	The CAO provided a brief verbal update on the status of the Legion's taxes. Mr. Fercho advised that there not been any definitive answer from the Province. Mr. Fercho will prepare a letter to the province from the Mayor, requesting as much information as possible on the Legion's tax status.
CFS Collaborative changes	CFS Director Kathleen Waxer updated Council on proposed changes to the CFS Board structure. Attempts are being made to get away from the round table set up and, instead, to utilize more of a facilitated session. Mrs. Waxer also reported that she will be meeting with the Minister of Human Services regarding the need to have more services at the community level. A request for notice will be presented at the September 1 <sup>st</sup> 2015 regular meeting.
Council Reports	Some discussion took place on the suggestion of having a summer break from meetings. This will be an item for the Organizational meeting agenda on October 27 <sup>th</sup> , when Council sets its meeting dates for the coming year.  Mayor Ireland reported on the recent BBQ which Council hosted for the Cavell Nurses Trust on August 24 <sup>th</sup> at the Legion. Mayor Ireland feels that the Trust is a worthwhile, charitable cause and encouraged councillors to keep in touch with the group.  Deputy Mayor Wacko encouraged councillors to attend the upcoming Chamber dinner on September 15 <sup>th</sup> when Joe Couture will be honoured for his outstanding public service to the province and to the Jasper community.
Committee moves in camera	MOTION by Councillor Nesbitt that the committee move in camera at 10:55 am in order to discuss a FOIP matter. <span style="float: right;">Carried</span>
Committee reverts to open meeting	MOTION by Councillor Nesbitt that the committee revert to open meeting at 11:19 am. <span style="float: right;">Carried</span>
Adjournment	MOTION by Councillor Nesbitt that, there being no further business, the meeting be adjourned at 11:20 a.m. <span style="float: right;">Carried</span>

## CAO REPORT

Subject: Library Project Update for August 2015

Prepared by: Mark Fercho, CAO

Date: September 8, 2015



**At this reporting period the project has again made significant progress, and work planned for September will continue this positive trend, through to the target October 2, 2015 completion date.**

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 in the fall of 2014.

**The plan to completion created 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 is 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.

This update is for the work completed in August 2015. Refer to the attached project schedule for the Gant chart of anticipated progress.

### **At this reporting period:**

- 1. Overall construction completion date is on track for October 2, 2015, with commissioning to follow**
- 2. Schedule reflecting the completion dates of the individual components and overall project is attached**

### Construction Progress, Work Completed in August 2015

- Exterior stucco installation 98% completed with minor repairs remaining.
- Installation of millwork and wood doors/frames ongoing. Off-site fabrication of remaining millwork ongoing.
- Remaining site concrete completed including exterior benches in prep for glulam seating.
- Exterior wood preparation and sealing to glulam's ongoing approximately 30% complete.
- Exterior landscaping included shrubs, trees, retaining walls, and paving stones completed.
- Completed basement concrete floors in washrooms.
- Off-site stair structure, tread, and handrail fabrication ongoing and scheduled for installation.
- Concrete ceilings painted in all locations. Finish paint completed on second floor and continuing in main and basement areas in selective areas.
- Completion of ceramic tile to 95% and floor preparation in hardwood and carpet tile installations is ongoing.
- Interior suspended ceiling installation ongoing and approximately 60% complete.
- Cedar wall installations underway throughout the interior of building to 80% completion.
- Operable wall panels on site and installation is ongoing throughout building.
- Electrical installation including final lighting installed second floor, fixturing on main and

Director \_\_\_\_\_

CAO 

Agenda Item 6.1

- basement ongoing, and fire alarm verification scheduled for September 11th.
- Plumbing installations including sinks, toilets, and fixtures ongoing
  - HVAC distribution throughout ceilings including ductwork and diffusers ongoing

Preview of work Planned for September 2015

- Continue with finish painting throughout interior
- Complete ceramic tile in washrooms, install hardwood flooring in heritage and carpet tiles
- Continue with millwork installations including doors and trims
- Continue with ceiling system installations throughout
- Install steel, concrete, and wood stairs
- Install exterior stairwell glazing enclosure system
- Installation of final plumbing and electrical fixtures throughout
- Installation of operable partitions and interior glazings
- Continue exterior wood finishes, stucco, and install composite panel systems
- Verification of building fire alarm system

Next report (for work completed in September 2015), **due to Mayor and Council: October 13, 2015**

**Attachment: Project Schedule**

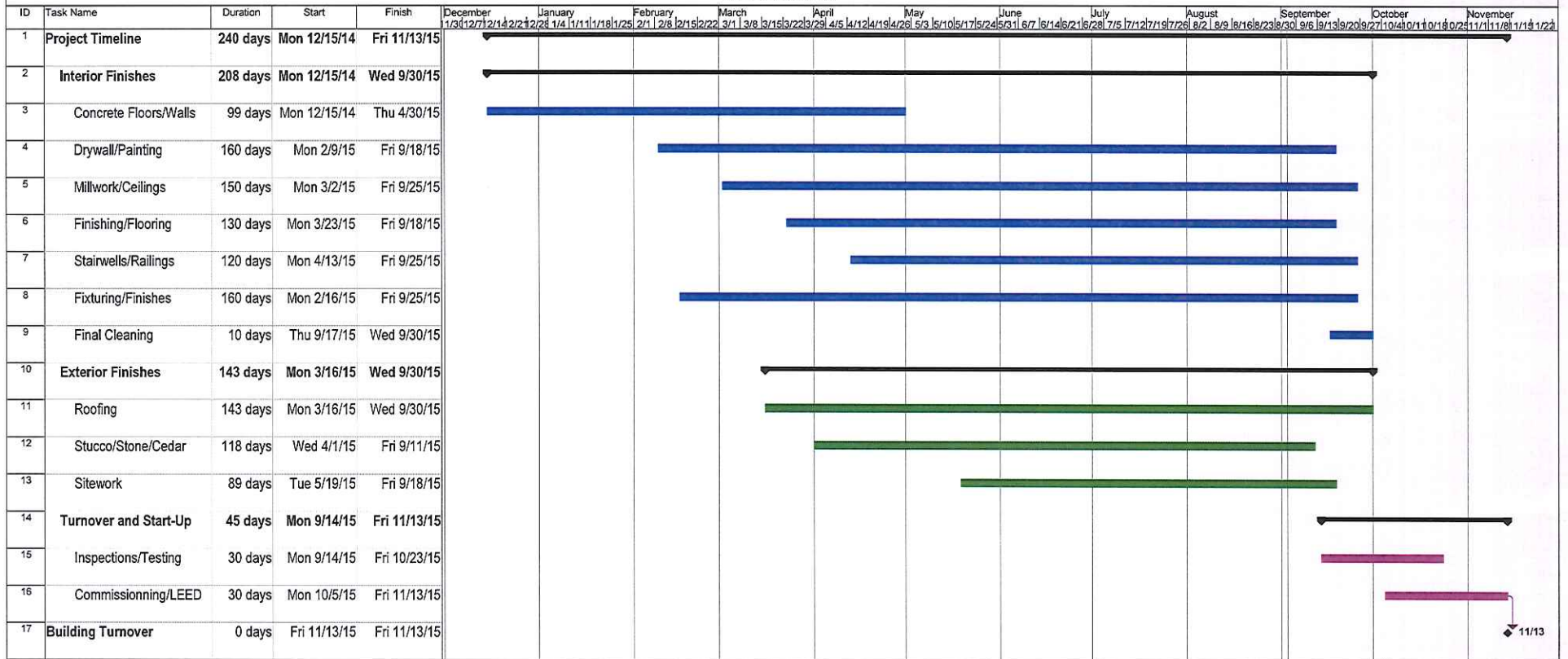
Director \_\_\_\_\_

CAO 

Agenda Item 6.1

### Jasper Municipal Library - Master Completion Schedule

DeInor Construction Ltd.



Project: Jasper Library - Completion S Date: Thu 9/3/15	Task		Project Summary		Inactive Summary		Manual Summary		External Milestone	
	Split		External Tasks		Manual Task		Start-only		Progress	
	Milestone		External Milestone		Duration-only		Finish-only		Deadline	
	Summary		Inactive Milestone		Manual Summary Rollup		External Tasks			

Agenda Item: 6.1