

Municipality of Jasper
Committee of the Whole Meeting Minutes
Tuesday, August 22, 2017 | 9:30 a.m.
Council Chambers, Jasper Library & Cultural Centre

Present	Deputy Mayor Rico Damota, Councillors Helen Kelleher-Empsey, Gilbert Wall, Dwain Wacko and Brian Nesbitt
Absent	Mayor Richard Ireland
Also Present	Mark Fercho, Chief Administrative Officer Christine Nadon, Legislative Services Manager Kayla Byrne, Legislative Services Coordinator Yvonne McNabb, Director of Culture and Recreation
Call to Order	Councillor Wacko called the meeting to order at 9:32 a.m.
Additions to Agenda	MOTION by Councillor Kelleher-Empsey to add the following item to the August 22 committee of the whole agenda: - In Camera – Legal Matter (FOIP) CARRIED
Approval of Agenda	MOTION by Councillor Wall to approve the agenda for August 22, 2017 as amended. CARRIED
Approval of Minutes	MOTION by Councillor Kelleher-Empsey that the minutes of the August 8, 2017 meeting be approved as presented. CARRIED
Presentations	None
Bus. arising from minutes	None
Brief Updates: Non-Standard Crosswalk Policy	An edited version of the non-standard crosswalk policy and procedures, which also included an application form and checklist, was presented. Council discussed edits to the application form and checklist, the approval process, and a damage deposit for the repair and/or removal of a non-standard crosswalk. The matter will return to Council for decision at the next regular meeting on September 5.
Naming the Exchange Lands	Council selected Victoria Cross Park, Cenotaph Park, the Exchange Lands and Memorial Park as its top four names for the Exchange Lands. Council will pick one of the four names at the next regular meeting on September 5.
Project Management Policy	A draft project management policy was presented, outlining a methodology appropriate to a project's scope, timeline, visibility, budget and risk. Council discussed edits to the wording of the policy and the importance of the administrative procedures that will accompany the policy. An edited version of the policy and draft administrative procedures will return to Council at a future meeting.

In memory project ideas for Councillor Arsenault	Council discussed memorial project ideas for Councillor Vonna Arsenault. Councillor Arsenault's husband, Leo Arsenault, has also been asked for input. The matter will return at a future meeting.
Council Orientation	For the purpose of Council orientation information, Council discussed various aspects of the boards and committees they sit on. Such aspects included meeting frequency, duties and responsibilities, and the possibility of amalgamating Council's Hospitality Committee and the Twinned Communities Committee. Council also discussed Directors' reports and the frequency and content of those reports, suggesting in the future, reports could be presented at both regular and committee of the whole meetings.
Recess	Councillor Wacko called a recess from 11:12 a.m. until 11:18 a.m.
Council Orientation (continued)	Mr. Fercho inquired about Council's interest in a municipal management system, which would allow directors to file reports and statistics quickly and efficiently. Council indicated that while the management system appears to be a useful tool, the matter is one which should be discussed by the incoming Council.
Corr.	None
Other new bus.	Council discussed quorum for September. Councillors Wall and Wacko are unable to attend the September 5 meeting. Councillors Wall, Nesbitt and Kelleher-Empey are unable to attend the September 12 meeting. Councillor Nesbitt will also be unavailable for the September 19 meeting.
Council Rep. on Boards, Meetings	Councillor Nesbitt will attend a Local Organizing Committee meeting for the Tour of Alberta. Councillor Kelleher-Empey will attend a Trans-Canada Yellowhead Highway Association strategic priorities meeting. Councillor Wall noted that construction will soon begin for the Evergreens Foundation's new facility in Edson.
Events	Council received a list of upcoming events.
Nomination of next Chair	Mayor Ireland was nominated as the chairperson for the next committee of the whole meeting.
In Camera	MOTION by Councillor Kelleher-Empey to move in camera to discuss a legal matter at 11:43 a.m. CARRIED
Revert to open meeting	MOTION by Councillor Wall to revert to open meeting at 11:55 a.m. CARRIED
Adjournment	MOTION by Councillor Nesbitt that, there being no further business, the meeting be adjourned at 11:56 a.m. CARRIED

