



**HALIFAX EXPLOSION 100th ANNIVERSARY
SPECIAL ADVISORY COMMITTEE
MINUTES
January 14, 2015**

PRESENT: Mr. Craig Walkington, Chair
Mr. Dwight Dorey, Vice Chair
Ms. Pat Jessup
Mr. Jeffry Haggett
Mr. Will Robinson-Mushkat
Mr. David Sutherland

REGRETS: Ms. Marilyn Elliott
Ms. Renee Gruszecki

STAFF: Ms. Cathy Mellett, Municipal Clerk
Mr. Peter Greechan, Community Developer, Grants and Contributions
Mr. Peter Bigelow, Manager, Real Property and Planning
Ms. Susan McClure, Municipal Archivist
Ms. Angela Smith, Manager, Corporate Information Management
Ms. Jennifer Weagle, Legislative Assistant
Ms. Cathy Collett, Legislative Support

The following does not represent a verbatim record of the proceedings of this meeting.

The agenda, supporting documents, and information items circulated to the Committee are available online: <http://www.halifax.ca/boardscom/explosion/index.php>

The meeting was called to order at 3:05 p.m. and adjourned at 4:53 p.m.

1. CALL TO ORDER

The Chair called the meeting to order at 3:05 p.m.

2. APPROVAL OF MINUTES – December 10, 2014

The Chair proposed two amendments to the minutes of the December 10, 2014 meeting. First, that the second line of paragraph 8.1 on page 3 be removed and second, that the draft of the vision statement and guiding principles be removed so that only the final version of this document is published, for version control. The Committee discussed the changes and all members agreed that the proposed amendments were appropriate.

MOVED by Mr. Dorey, seconded by Mr. Robinson-Mushkat, that the minutes of December 10, 2014, be approved as amended. MOTION PUT AND PASSED.

3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS

Additions:

- 6.1.4 Correspondence from Janet Maybee dated January 8, 2015 re: Lady Hammond fire station
- 6.1.5 Correspondence from Genevieve Graham dated January 8, 2015 re: *Tides of Honour* novel
- 7.1.1 Halifax Explosion Past Commemorative Activities – from resources at HRM Archives (this information was previously provided to the Committee at the December meeting)
- 8.1 Update – Councillor Watts – Regional Council Notice of Motion re: commemorative coin and stamp
- 8.2 Video - *Pat Jessup*
- 8.3 Discussion on developing a timeline - *Jeffry Haggett*

Moved by Ms. Jessup, Seconded by Mr. Sutherland that the agenda be approved as amended. MOTION PUT AND PASSED.

4. BUSINESS ARISING OUT OF THE MINUTES - None

5. CONSIDERATION OF DEFERRED BUSINESS

5.1 Completion of Guiding Principles and Vision Statement (*December 10, 2014 meeting*)

The following was before the Committee:

- A Draft of the Halifax Explosion 100th Anniversary Advisory Committee Vision Statement from December 10, 2014.
- A Draft of the Halifax Explosion 100th Anniversary Advisory Committee Guiding Principles from December 10, 2014.

Mr. Haggett joined the meeting at this time.

The Committee reviewed and discussed the Vision Statement.

MOVED by Mr. Haggett, seconded by Mr. Dorey, that the Community Planning and Economic Development Standing Committee adopt the Halifax Explosion 100th Anniversary Commemorative Program Vision Statement as the Vision to guide the various components of the Municipal Halifax Explosion 100th Anniversary Commemorative Program. MOTION PUT AND PASSED.

The Committee reviewed the Guiding Principles and agreed upon rephrasing the ninth and tenth bullet and removing bullets eleven and twelve entirely as they are already encompassed in the preceding bullets.

The Committee agreed that the ideas contained under the heading Other/Communication did not need to be included in the Guiding Principles, but should be reflected in the minutes as a reminder for moving forward, as follows:

- Encourage communications to increase national and international awareness and connection
- Commence public affairs engagement
- Encourage institutional involvement
- Utilize multiple channels of communications and interaction.

MOVED by Mr. Robinson-Mushkat, seconded by Mr. Dorey, that the Community Planning and Economic Development Standing Committee adopt the Halifax Explosion 100th Anniversary Commemorative Program Guiding Principles to guide the various components of the Municipal Halifax Explosion 100th Anniversary Commemorative Program. MOTION PUT AND PASSED.

6. CORRESPONDENCE, PETITIONS & DELEGATIONS

6.1 Correspondence

All correspondence received by the Committee will be added to the submission tracking document.

6.1.1 Correspondence from Chris Godwin, Homegrown, dated December 1, 2014.

The following was before the Committee:

- Correspondence from Chris Godwin, Homegrown, dated December 1, 2014 re: original composition song "Fire in the Harbour."

The Committee attempted to listen to a recording of the song "Fire in the Harbour," but the required audio equipment was not available. The Committee agreed to listen to the song at the next meeting and requested that staff obtain the lyrics to the song for the next meeting.

The Committee then discussed the guidelines and boundaries implicit in their role as an advisory Committee. Ms. Jessup questioned how to submit ideas as individual Committee members. Mr. Bigelow explained that the mandate of the Committee is to advise staff on the three established thrusts (Grants Program, Capital Project, and Commemoration Ceremony) and Ms. Mellett further explained that any ideas beyond the mandate must be expressed as a discussion with staff and, if appropriate, the Committee could then move a recommendation forward through staff to the Community Planning and Economic Development Standing Committee. Mr. Dorey cautioned the Committee to be careful not to endorse specific projects and to keep in mind that the Committee's role is to advise rather than to plan. Mr. Walkington emphasized the importance of an informative and transparent engagement with the public on the appropriate method for forwarding ideas.

6.1.2 Correspondence from Gloria Stephens dated December 17, 2014.

The following was before the Committee:

- Correspondence from Gloria Stephens dated December 17, 2014 re: nurse statue memorial at Fort Needham Park.

6.1.3 Correspondence from Glenn Taylor dated January 4, 2015.

The following was before the Committee:

- Correspondence from Glenn Taylor dated January 4, 2015 re: ideas for commemoration of the Halifax Explosion.

6.1.4 Correspondence from Janet Maybee dated January 8, 2015.

The following was before the Committee:

- Correspondence from Janet Maybee dated January 8, 2015 re: Lady Hammond Fire Station.

6.1.5 Correspondence from Genevieve Graham dated January 8, 2015.

The following was before the Committee:

- Correspondence from Genevieve Graham dated January 8, 2015 re: Tides of Honour novel.

6.2 Petitions - None

6.3 Presentation - None

7. REPORTS/DISCUSSION

7.1 STAFF

7.1.1 Update on Activities – Corporate Records and Archives

The following was before the Committee:

- A staff information report entitled Special Advisory Committee on the 100th Anniversary of the Halifax Explosion Grant and Contributions: Best Practices

Ms. Angela Smith, Manager, Corporate Information Management, Ms. Susan McClure, Municipal Archivist, and Ms. Cathy Mellett, Municipal Clerk, gave a presentation on the resources available at the Municipal Archives pertaining to the Halifax Explosion. Ms. McClure outlined the archival holdings devoted to the Halifax Explosion that are available both in Halifax and outside of the organization. She discussed past commemorations and informed the Committee that the Municipal Archives contains information about the 50th, 75th, 85th commemorative ceremonies, as well as the annual Memorial Service and discussions around the building of the Fort Needham Memorial Bell Tower, Fire Station 4, Pinehill Park Memorial in North Dartmouth.

Ms. Smith presented a list of the highlights of explosion sources available at the Municipal Archives and explained that HRM Archives' initiative for the 100th Anniversary of the Halifax Explosion is to:

- a) Sift through and better understand what is available in HRM Archives through project funding, as available.
- b) Publish on-line exhibits in advance of each anniversary 2015, 2016, leading up to a cumulative special virtual exhibit in 2017
- c) Provide access to source material

Ms. Mellett concluded the presentation by proposing the concept of a central list-serve for Halifax Explosion events and projects to be managed by HRM. The purpose of the list-serve would be to capture the imagination and initiative of interested citizens, while simultaneously managing expectations for the City's role in such projects. As she explained, the Mayor, Council, and the Committee could put forward through the Community Planning and Economic Development Standing Committee to Council an invitation to the public to inform the City of their commemorative plans. The invitation would not imply any commitment to fund or endorse the projects, but rather would provide a central list and a short description of each event for the purpose of informing the public. Mr. Haggett acknowledged the value of the proposed list-serve and emphasized the importance of timing for a public invitation such as this. Ms. Mellett echoed Mr. Haggett's concern and encouraged the Committee to engage with Ms. Taylor and events staff. Mr. Bigelow encouraged the Committee and staff to discuss the proper mechanisms for dealing with the ideas as they are submitted. Mr. Haggett emphasized the need to work with the Grants Committee and Mr. Greechan explained that work is currently being done on developing the proposed

program. Ms. Mellett explained that once staff is ready with a presentation, they will bring it to the Committee for advisory elements and then go through Council.

A copy of the presentation is available online and on file.

7.1.2 Update on Fort Needham Memorial Park Master Plan

Mr. Bigelow informed the Committee that staff has had several meetings with the consultants, Ekistics Plan and Design, and are currently working on the formative ideas. He explained that the purpose of the upcoming workshop is to discuss ideas of commemoration and how such ideas will be manifested within the park. The consultants will bring forward their ideas to the Committee for feedback. The workshop will be held at 9:00 a.m. on Saturday, January 24, 2015, location to be confirmed by email.

7.2 COMMITTEE

7.2.1 Discussion on Establishment of Sub-Committees

Mr. Walkington emphasized that as there are only eight people on the Committee, it would be better to organize the work at the regular Committee meetings around the three mandated thrusts rather than to break off into smaller groups. Mr. Haggett agreed that the most efficient route would be best and that this would likely involve the collective work of the Committee. Mr. Walkington emphasized that the issue then becomes managing the agenda in the most efficient manner. Mr. Sutherland agreed that the entire Committee should work collectively and suggested that there may be times at which meetings are required more often than once a month. Mr. Robinson-Mushkat addressed the fact that certain elements will be prominent at specific times due to the timeline through which events unfold. Mr. Greechan indicated that he will notify the Committee when they have something to present and emphasized how beneficial the vision statement and guiding principles were to the establishment of the potential Grants program. The Committee agreed not to break off into sub-committees and to determine the value of extra meetings as needed.

7.2.2 Creation of a Halifax Explosion Emblem

Mr. Walkington explained that the Committee would like to encourage staff to come up with a Halifax Explosion emblem that will distinguish the City's endorsement of specific projects and events. The idea behind the emblem would be to create an identity for the 100th Commemoration of the Halifax Explosion. Mr. Walkington recommended that if the emblem does proceed, it should be licensed to prevent unauthorized use. Mr. Haggett suggested that the benefit to having an emblem would be to encourage connection and recognition in a manner that would build awareness of the Commemorative events and projects as they unfold. He emphasized that the purpose of the emblem would not be one of vanity, but rather a communicative act meant to raise awareness of the upcoming 100th Anniversary and symbolize to the public the City's commitment to the importance of this Commemoration. The Committee discussed the benefits, both immediate and enduring, of the potential emblem.

MOVED by Ms. Jessup, seconded by Mr. Haggett that the Halifax Explosion 100th Anniversary Advisory Committee recommend that the Community Planning and Economic Development Standing Committee request staff to investigate the design, licensing, and usage of a Halifax Explosion 100th Anniversary emblem. MOTION PUT AND PASSED.

8. ADDED ITEMS

8.1 Update - Councillor Watts – Regional Council Notice of Motion re: commemorative coin and stamp

The following was before the Committee:

- E-mail from Councillor Jennifer Watts dated January 13, 2015 with attached Notice of Motion

Councillor Watts requested that the Committee be made aware of a Notice of Motion she brought forward at the January 13, 2015 Regional Council meeting for consideration on January 27th, proposing that Council request staff to submit requests to the Royal Canadian Mint and Canada Post for a coin and stamp commemorating the 100th anniversary of the Halifax Explosion.

8.2. Discussion on Developing a Timeline - Jeffrey Haggett

Mr. Haggett recommended that the Committee spend half of the next meeting engaging in open discussion with Ms. Taylor and her team. He emphasized the importance of the Committee understanding their role in the Commemoration event and the need for a discussion of the timeline of events leading up to the December 6, 2017 ceremony. Ms. Weagle informed the Committee that she would invite Ms. Taylor to the next meeting.

8.3 Video - Pat Jessup

Due to the lack of audio equipment, the Committee agreed to view the video at the next meeting.

9. DATE OF NEXT MEETING

- **Saturday, January 24, 2015** – Fort Needham Master Plan Workshop – 9:00 a.m., location TBD
- **Wednesday, February 18, 2015** – Regular Committee Meeting – 3:00 – 5:00 p.m., Room 227, NSCC, 5685 Leeds Street, Halifax

10. ADJOURNMENT

The meeting adjourned at 4:53 p.m.

Cathy Collett
Legislative Support

INFORMATION ITEMS:

1. Halifax Explosion 100th Anniversary Special Advisory Committee Reference Table of Correspondence & Submissions received by the Committee
2. Halifax Explosion Past Commemorative Activities – from resources at HRM Archives