



**HALIFAX EXPLOSION 100th ANNIVERSARY
SPECIAL ADVISORY COMMITTEE
MINUTES
October 1, 2014**

MEMBERS PRESENT: Mr. Craig Walkington, Chair
Ms. Pat Jessup
Ms. Marilyn Elliott
Mr. Jeffry Haggett
Mr. Will Robinson-Mushkat

OTHERS PRESENT: Councillor Jennifer Watts

REGRETS: Mr. Dwight Dorey, Vice Chair
Mr. David Sutherland
Ms. Renee Gruszecki

STAFF: Mr. Jamie MacLellan, Public Art Facilitator
Mr. Peter Greechan, Community Developer
Mr. Peter Bigelow, Real Property Planning
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 3:06 p.m., the Committee adjourned at 4:55 p.m.

1. CALL TO ORDER

The Chair called the meeting to order at 3:06 p.m.

2. APPROVAL OF MINUTES – September 10, 2014

MOVED by Will Robinson-Mushkat, seconded by Pat Jessup, that the minutes of September 10, 2014, be accepted as presented. MOTION PUT AND PASSED.

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

4. BUSINESS ARISING OUT OF THE MINUTES - None

4.1 Motions from September 10, 2014 meeting

The Chair provided a brief recap of the discussion from the previous Committee meeting that precipitated the proposed. He requested that Ms. Weagle to go back to staff for information about the proposed workshop, ideally to be presented at the next meeting.

5. CONSIDERATION OF DEFERRED BUSINESS - None

6. CORRESPONDENCE, PETITIONS & DELEGATIONS - None

6.1 Correspondence

6.1.1 From Michael Dupuis dated September 8, 2014

The following was before the Committee:

- Correspondence from Michael Dupuis dated September 8, 2014, with attached images.

The Committee acknowledged receipt of the information from Mr. Dupuis.

The Chair reminded the Committee that all correspondence and submissions should be directed to the Clerk's office in order to follow the correct protocol. Mr. Haggitt suggested that there is a need for clarity on the application process for potential contributors, which the Committee briefly discussed.

Ms. Weagle indicated she would set up a table to keep track of all correspondence and submissions until such time that the Committee and staff are ready to deal with them.

6.1.2 From Laurie Swim dated September 10, 2014

The following was before the Committee:

- Correspondence from Laurie Swim dated September 10, 2014, with attachments.

The Committee acknowledged receipt of the information from Ms. Swim.

6.2 Petitions - None

6.3 Presentation - None

7. REPORTS

7.1 STAFF

7.1.1 Update – Development of Grant Program – Peter Greechan, Grants & Contributions

The following information was circulated to the Committee:

- Information on the proposed process in the development of a designated Halifax Explosion 100th Anniversary Commemorative Fund Project.

Mr. Greechan explained that the first job of the Halifax Explosion 100th Anniversary Commemorative Fund Project is to collect feedback. He acknowledged the extensive knowledge of the Halifax Explosion that was shared by the Committee members and other internal sources. Mr. Greechan explained how grants procedures work and expressed his interest in working with other levels of government and the public. He addressed how the Fund Project would compile information and then develop a funding procedure that would subsequently be brought back to the Committee. Mr. Greechan explained the procedural movement of the drafting of policy through the Grants Committee, the Audit & Finance Committee and then Regional Council. He acknowledged the potential for internal projects and assured the Committee that they would be kept aware of all the developments of this kind.

Mr. Greechan addressed the potential partnership with Business Improvement Districts and suggested that the Fund Project may want to fund a specific larger project. He explained that the Project may eventually go to Council to ask for a budget. The Committee discussed potential musical and artistic projects as possibilities for a larger project. Mr. Haggett questioned what the timeline for such projects could be, emphasizing the importance of getting funding as soon as possible so that long-term projects could start in time to be finished for 2017.

Mr. MacLellan addressed the grants procedure for such an event and explained that everything will come through the Committee. Mr. Haggett suggested that the Committee encourage staff to come up with the request for funding for 2015. The Committee discussed the purpose of the workshop and the role of the general public in the Committee's work. The Committee acknowledged the importance of the feedback of the general public but expressed the need for a tight timeline. Mr. Haggett questioned whether the Committee would like to advise the staff to enable the development of RFP's by December 2015. The Committee discussed the issue and decided it was sufficient that Mr. Greechan made note of Mr. Haggett's comments. Mr. Walkington questioned whether it was possible to put in a place-holder budget application and requested feedback from Mr. Greechan on the issue at the next meeting.

Mr. Peter Bigelow joined the meeting during the presentation.

7.2 COMMITTEE

7.2.1 Discussion of Committee Work and Next Steps

- **Management of interim suggestions made to the Committee on potential 100th anniversary activities**

Mr. Walkington recommended that the Committee put all their good ideas in a "parking lot" until the Committee is ready to discuss them further. He advised that the period leading up the workshop will be devoted to process, as opposed to processing. The Committee acknowledged consensus of this.

- **Brainstorming session**

Mr. Haggett reminded the Committee that the brainstorming component was intended to further the development of a vision and guiding principles. Mr. Walkington then lead a brainstorming session in which the Committee generated words and phrases that stood out as important, taking notes on a flip chart of each contribution. It was decided that the information from the brainstorming session would be preserved as a working document that could be added to at a later date and circulated to the Committee before the next meeting.

Councillor Jennifer Watts joined the meeting at this time.

Councillor Watts provided background of the suggestions and ideas she had been approached with over the past few years. She explained that she was not endorsing any of the ideas, but rather providing the list to the Committee for the sake of information. She questioned whether there are other groups planning commemorative activities right now and suggested the need for a scan to see who else may be organizing right now.

Mr. MacLellan advised that he also has a list that has come to him that he would share whenever the time was deemed appropriate.

Mr. MacLellan left the meeting at this time.

7.2.2 Committee member expenses

Ms. Weagle advised that there is no budget for expenses, although she will make every effort to eliminate expenses incurred by Committee members such as booking meetings at locations with access to free parking.

7.3 COMMITTEE MEMBER UPDATES - None

8. ADDED ITEMS - None

9. DATE OF NEXT MEETING - October 15, 2014, 3:30 – 5:30 p.m., Nova Scotia Community College, Room B227, 5685 Leeds Street, Halifax

9.1 Proposed Committee Meeting Schedule

Mr. Walkington explained that he believed it necessary to continue to meet bi-weekly. Mr. Bigelow advised that bi-weekly meetings are difficult for staff.

Mr. Bigelow advised the Committee that a consultant had been chosen for Fort Needham and that a report has gone to the CAO for the award as it does not need to go through Regional Council. Mr. Bigelow informed the Committee that it was anticipated that the company would be on board by the tentative workshop date and that it might be a good idea for a representative to come and observe.

The Committee proposed looking at the timeline and deadlines as an agenda item for the next meeting.

10. ADJOURNMENT

The meeting was adjourned at 4:55 p.m.

Cathy Collett
Legislative Support