



**HALIFAX EXPLOSION 100th ANNIVERSARY
SPECIAL ADVISORY COMMITTEE
MINUTES
October 15, 2014**

PRESENT: Mr. Craig Walkington, Chair
Mr. Dwight Dorey, Vice Chair
Ms. Pat Jessup
Ms. Marilyn Elliott
Mr. David Sutherland

OTHERS PRESENT: Councillor Jennifer Watts

REGRETS: Ms. Renee Gruszecki
Mr. Jeffry Haggett
Mr. Will Robinson-Mushkat

STAFF: Mr. Paul Forrest, Coordinator, Regional Recreation and Culture
Ms. Peta-Jane Temple, Team Lead, Tax, Grants & Special Projects
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 3:32 p.m. and adjourned at 4:57 p.m.

1. CALL TO ORDER

The Chair called the meeting to order at 3:32 p.m.

2. APPROVAL OF MINUTES – October 1, 2014

MOVED by Marilyn Elliott, seconded by Pat Jessup, that the minutes of October 1, 2014 be approved as presented. MOTION PUT AND PASSED.

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

Additions:

6.1.1 Correspondence from Canada Post and Canadian Mint, provided by Marilyn Elliott

MOVED by Marilyn Elliott, seconded by David 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 – NONE

6. CORRESPONDENCE, PETITIONS & DELEGATIONS

6.1 Correspondence

6.1.1 Correspondence from Canada Post and the Royal Canadian Mint

The following was before the Committee:

- Correspondence from Canada Post to Ms. Marilyn Elliott dated October 23, 2013
- Correspondence from the Royal Canadian Mint to Ms. Marilyn Elliott dated October 28, 2013

The Committee reviewed the correspondence and commented that it takes two to three years for projects such as commemorative coins and stamps to come to fruition.

6.2 Petitions - None

6.3 Presentation - None

7. REPORTS/DISCUSSION

7.1 STAFF

7.1.1 Fort Needham Estimated Timeline

The following was before the Committee:

- An estimated timeline for Fort Needham Memorial Park Master Plan & Conceptual Design

The Committee reviewed the timeline submitted by Mr. Peter Bigelow, Manager, Real Property Planning.

7.2 COMMITTEE

7.2.1 Discussion on Workshop

The following information was before the Committee:

- Information on workshop planning details from the Chair

The Chair proposed that the Committee focus the conversation on the imminent matter of the proposed workshop. Ms. Weagle informed the Committee that the Clerk's office would provide \$400.00 for refreshments in addition to providing a location and staff support. Ms. Temple questioned what role the Committee expected staff to play in the workshop. Mr. Walkington explained that the morning session would be dedicated to receiving information from subject matter experts and the afternoon would be devoted to developing a vision and guiding principles. Ms. Temple inquired as to the desired outcome of the workshop. The Committee discussed their goals for the workshop and acknowledged that they do not yet know what staff are needed in attendance.

Ms. Temple informed the Committee that at a future meeting there will be a presentation regarding projects from a granting perspective that will address the possibilities for both internal and external stakeholders. Councillor Watts noted that the proposed date of the workshop is November 22nd and questioned if it makes sense to do the workshop before the grants presentation or after. Ms. Temple suggested that the Committee continue with the proposed schedule.

The Committee acknowledged that the workshop is strictly an internal learning and brainstorming session for Committee members and potentially staff. Mr. Sutherland asked what elements of the Halifax Explosion 100th Anniversary Commemoration were already established matters and Ms. Temple replied that the three mandated projects are Needham Park/ Needham Bells, the December 6th Ceremony, and the Grants program. She reminded the Committee that their key role is to sort through a potentially very large set of good ideas. Ms. Temple continued to explain that since it is unknown how many people will reply until the public is asked to respond, there needs to be a criteria that will stand up to public scrutiny.

The Committee continued to discuss their ideas for projects as well as the priorities for commemorative activity. Councillor Watts expressed that she would like to see an engagement with new citizens and young people in order that they may be able to form a connection with this part of HRM's history and help to carry knowledge of it forwards into the future. The Committee questioned the scope of their involvement in the Commemorative activities of the 100th Anniversary of the Halifax Explosion and Ms. Temple reiterated that the Committee should not feel overburdened with responsibility nor curtailed by staff, but rather that the Committee holds an important advisory role and that ideas will come to the Committee before they are decided upon.

The Committee concluded that the workshop will play an important role in solidifying the vision and guiding principles that the Committee will then rely on in their subsequent work. Mr. Sutherland suggested a shift in the type of speakers that would be invited to present at the workshop, from those who would present a specific idea to those who could advise about best practices and provide more objective knowledge. The Committee proposed a number of potential speakers and decided upon who would be contacted.

Ms. Elliott left the meeting at this time.

The Committee proposed a five-person panel in the morning, followed by an hour-long roundtable discussion and then a luncheon. Following the luncheon there would be a brainstorming session for the Committee to establish the vision and guiding principles. Ms. Temple suggested that Staff might be able to fill the role of moderator so that each Committee member could play a full part in the session.

7.2.2 Review of draft Guiding Principles

The following information was before the Committee:

- Halifax Explosion 100th Anniversary Advisory Committee Guiding Principles draft

Mr. Walkington recommended the Committee keep track of the ideas for guiding principles on an ongoing basis. The Committee will work on the draft further at the workshop.

7.2.3 Discussion of Vision Statement development

Mr. Walkington passed out a sample vision statement as an example of the type of thing the Committee should be trying to develop as one of the deliverables. Mr. Walkington further reiterated that the goal of the workshop would be to have a solid vision statement to move forward with.

7.2.4 Timeline Development

Mr. Walkington explained to the Committee that there is not enough information to begin developing the timeline and noted Peter Gretchen would be coming forward to a future meeting with a timeline.

8. ADDED ITEMS – NONE

9. DATE OF NEXT MEETING –November 12, 2014

10. ADJOURNMENT

The meeting was adjourned at 4:57 p.m.

Cathy Collett
Legislative Support