



**HALIFAX EXPLOSION 100th ANNIVERSARY
SPECIAL ADVISORY COMMITTEE
MINUTES
December 10, 2014**

PRESENT: Mr. Craig Walkington, Chair
Mr. Dwight Dorey, Vice Chair
Ms. Marilyn Elliott
Mr. Jeffry Haggett
Mr. Will Robinson-Mushkat
Mr. David Sutherland
Ms. Renee Gruszecki

OTHERS PRESENT: Councillor Watts

REGRETS: Ms. Pat Jessup

STAFF: Mr. Peter Greechan, Community Developer, Grants and Contributions
Mr. Peter Bigelow, Manager, Real Property and 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 3:09 p.m. and adjourned at 5:07 p.m.

1. CALL TO ORDER

The Chair called the meeting to order at 3:09 p.m.

2. APPROVAL OF MINUTES – October 1, 2014

MOVED by Ms. Gruszecki, seconded by Mr. Robinson-Muskat, that the minutes of November 12, 2014 and the notes from November 22, 2014 be approved as presented. MOTION PUT AND PASSED.

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

Additions:

- 8.1 Feedback re: 2014 Halifax Explosion Commemoration Service - *Councillor Watts*
- 8.2 Request for ½ day workshop – January 24, 2015
- 8.3 Establishment of Sub-Committees
- 8.4 Procedure for Requests to Present the Committee
- Info Item 3 Halifax Explosion Past Commemorative Activities – from resources at HRM Archives

MOVED by Mr. Haggett, seconded by Ms. Gruszecki that the agenda be approved as amended. MOTION PUT AND PASSED.

4. BUSINESS ARISING OUT OF THE MINUTES

At the request of the Chair, the Legislative Assistant confirmed she will circulate the notes from the previous public information meetings on Fort Needham Park provided by staff.

5. CONSIDERATION OF DEFERRED BUSINESS

5.1 Completion of Guiding Principles and Vision Statement

The following was before the Committee:

- Draft Halifax Explosion 100th Anniversary Advisory Committee Vision Statement and Guiding Principles

This item was deferred from the November 22nd workshop.

The Committee agreed to work on the draft Vision Statement first.

Mr. Haggett suggested that the Committee compose a five-line vision statement. The Committee reviewed the draft Vision Statement for the Committee composed by Mr. Walkington and Mr. Sutherland. Councillor Watts highlighted three lines from the draft as central to the vision statement and the Committee worked with the lines until they reached consensus on the vision statement. The statement read: “The Halifax Explosion 100th Anniversary Commemoration will honour the memory of those who died and suffered as a result of the explosion, will educate current and future generations about the significance of the event, and will celebrate the resilience of Halifax rising from destruction to restore the full potential of the city and its people.” The Committee suggested that the vision statement be shared with other staff members.

At the request of Councillor Watts, who had to leave the meeting early due to another commitment, the Committee paused discussion on item 5.1 to address item 8.1.

8.1 Feedback re: 2014 Halifax Explosion Commemoration Service - Councillor Watts

Councillor Watts shared with the Committee feedback she had received in response to the December 6, 2014, Halifax Explosion commemorative service.

Councillor Watts left the meeting at this time.

5.1 Completion of Guiding Principles and Vision Statement (continued)

The Committee resumed their work on the guiding principles from where they left off at the November 22nd workshop.

Mr. Haggett suggested that the Committee remove the headings and try to distill the governing principles down to something that worked for all three components (Commemorative Event, Legacy Project, and Grants Program). The Committee agreed to this process and Mr. Sutherland suggested that fewer principles would be more readily communicable.

The Committee agreed upon a draft version of the guiding principles, and agreed to return to a discussion of the importance of World War I and scales of spatial representation at the next meeting, and formalize the final draft of the guiding principles and vision statement at that time.

5.2 Development of the Halifax Explosion 100th Anniversary Commemorative Fund (continued from Nov. 12th meeting)

Mr. Greechan emphasized the importance of the guiding principles to the work of staff and clarified a number of points that were unclear to the Grants Committee. He reiterated that staff (PJ Temple, Peter Greechan, Peter Bigelow, and Elizabeth Taylor) would like a copy of the Committee's working document.

6. CORRESPONDENCE, PETITIONS & DELEGATIONS

6.1 Correspondence

6.1.1 Correspondence from Michael Dupuis dated November 13 & 20, 2014

The following was before the Committee:

- Correspondence from Michael Dupuis dated November 13, 2014
- Correspondence from Michael Dupuis dated November 20, 2014

These correspondences will be added to the tracking table of correspondence and submissions received by the Committee.

6.2 Petitions - None

6.3 Presentations - None

7. REPORTS/DISCUSSION

7.1 STAFF - None

7.2 COMMITTEE - None

8. ADDED ITEMS

8.1 Feedback re: 2014 Halifax Explosion Commemoration Service - Councillor Watts

This matter was addressed earlier in the meeting.

8.2 Request for ½ day workshop – January 24, 2015

The Legislative Assistant advised that the consultant for the Fort Needham Master Plan would like to meet with the Committee to discuss formative ideas, and are proposing Saturday, January 24, 2015. She explained that this would be similar to the workshop held on November 22, 2014, although only for the morning or afternoon. The Committee discussed their participation at the event and decided that 9:00 a.m. would be the best time.

8.3 Establishment of Sub-Committees

Mr. Haggett proposed that the Committee consider forming sub-committees for each of the three mandated areas. He suggested that the Committee members come to the next meeting with an idea of which sub-committee they would be interested in sitting on. Mr. Robinson-Muskat questioned whether the timing might be too soon and suggested that it might be better to wait until the vision statement and guiding principles are established.

Mr. Walkington suggested that a discussion on sub-committees should be an agenda item at the next meeting and the Committee agreed.

Councillor Watts informed the Committee that the motion addressing the commemorative stamp and coin could not be included on the agenda at the most recent Regional Council meeting, but that she would bring forth the motion in January.

8.4 Procedure for Requests to Present to the Committee

Mr. Haggett suggested that there be a protocol in place by which members of the public could apply to give presentations to the Committee. Councillor Watts suggested that Ms. Weagle vet the requests first and judge what should come before the Committee and what comments should be put in an e-mail, and advised that the Committee would need to be in agreement for a presentation to come forth at a meeting. Ms. Weagle confirmed that this process is established for presentation requests under Administrative Order One (Rules of Order).

9. DATE OF NEXT MEETING – January 14, 2015

9.1 Approval of 2015 Meeting Schedule

The following information was before the Committee:

- Proposed 2015 meeting schedule

The Committee changed the date of the January meeting to January 14, 2015 and agreed to the proposed meeting schedule as amended.

Ms. Weagle informed the Committee that it would be possible for the Committee members to receive free parking if they wished to switch their meeting location to Alderney Library, informing the Committee that this is the where a number of staff members are located. The Committee discussed the possible change in location and decided to keep the meetings at the NSCC IT Campus on Leeds Street on a regular basis, with the option to switch occasionally to Alderney for a meeting that required the presence of a number of staff members. Mr. Sutherland emphasized the importance of providing well-publicized reminders for the meeting in the event of a change in location.

10. ADJOURNMENT

The meeting adjourned the meeting at 5:07 p.m.

Cathy Collett
Legislative Support

Information Items:

1. Administrative Order No. 46 – Respecting HRM Asset Naming Policies
 2. Administrative Order No. 55 – Respecting HRM Sponsorship Policy
 3. Halifax Explosion Past Commemorative Activities – from resources at HRM Archives
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