

HALIFAX REGIONAL MUNICIPALITY

POINT PLEASANT PARK ADVISORY COMMITTEE

MINUTES

May 14, 2009

PRESENT: Ms. Lisa Olie
Mr. Don Awalt
Ms. Gerrie Masters
Mr. Duncan Morum
Mr. Phillip Read
Mr. Harald Norve
Ms. Kate Greene
Mr. Bernard Badley

Honorary Member: Ms. Janet Kitz

REGRETS: Councillor Sue Uteck
Mr. Douglas Keefe
Mr. Paul Doane

STAFF: Mr. Stewart MacMillan, Landscape Architect, Infrastructure & Asset
Management
Mr. Brian Phelan, Superintendent, Municipal Operations
Mr. Peter Bigelow, Real Property Planning
Julia Horncastle, Acting Municipal Clerk
Mark Calvi, Legislative Assistant

TABLE OF CONTENTS

- 1. CALL TO ORDER 3
- 2. APPROVAL OF MINUTES - April 09, 2009 3
- 3. APPROVAL OF ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS 3
- 4. BUSINESS ARISING OUT OF MINUTES
 - 4.1 Update on Teleconferencing 3
 - 4.2 Hard copies of the PPP Comprehensive Plan for new members 4
 - 4.3 Re-visit the Volunteer Program 4
 - 4.4 The Park Information Cards to be distributed to the Committee 4
 - 4.5 Off-leash Status - discussion (follow up from October 2008 meeting) ... 4
 - 4.6 Revision of the Terms of Reference - discussion (Gerrie Masters and Kate Greene) 5
 - 4.7 Feedback on the Construction Quality of the Kiosks - update 6
 - 4.8 Discussion of the Shilling Ceremony - Councillor Uteck 6
 - 4.9 Quorum for the Committee - discussion 6
- 5. CONSIDERATION OF DEFERRED BUSINESS
 - 5.1 Point Pleasant Park - Where it fits in Budget Process (Phillip Read) ... 6
 - 5.2 Orientation of new members 6
- 6. REPORTS 6
- 7. ADDED ITEMS 7
- 8. NEXT REGULAR MEETING DATE - June 11, 2009 7
- 9. ADJOURNMENT 7

1. **CALL TO ORDER**

The meeting was called to order at 4:30 p.m. at the Point Pleasant Park Office and Maintenance Building.

2. **APPROVAL OF MINUTES** - April 09, 2009

In a motion from the April 9, 2009 Minutes, it was noted that the position of Vice-Chair for the April 2009 to April 2010 term is now held by Duncan Morum not Harald Norve, and should be updated accordingly.

It was decided that Approval of Minutes would be deferred until next meeting.

3. **APPROVAL OF ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS:**

Additions:

It was agreed that future agendas and minutes would be sent by email and reports would be sent by hard copy.

MOVED BY Phillip Read, seconded by Bernard Badley, that the order of business be approved, as amended. MOTION PUT AND PASSED

4. **BUSINESS ARISING OUT OF THE MINUTES**

4.1 **Update on Teleconferencing**

There was no update for this item; however, the Clerk's Office will follow up with the Deputy CAO as to any progress made on a decision. PPPAC made a clarification of their request: They ask for the teleconference option during their meetings, and not in lieu of, for no more than two members, and in typical conference call format with a number for calling in. It was agreed that whoever wanted to participate in a meeting by teleconference would have to inform the Committee in advance.

4.2 Hard copies of the PPP Comprehensive Plan for new members - Peter Bigelow

It was agreed to follow up with Mr. Peter Bigelow for this item, and in addition to the Comprehensive Plan, members requested to have hard copies of the executive summary.

4.3 Re-visit the Volunteer Program

No new updates but discussion of this item was held regarding:

- volunteers to work with staff: ie: pruning, soft covering wood chips;
- training / liability issues,
- financial contributions from the public

There is no further action required at this time.

4.4 The Park Information Cards to be distributed to the Committee - Peter Bigelow

The Chair advised that the Information Cards have been printed and will be circulated to Committee members.

4.5 Off-leash Status - discussion (follow up from October 2008 meeting)

A discussion ensued regarding the 2008 flagging program and the biopaint proposal.

The signage for the Park is close to completion and is intended to be the same signage found at the Shubie Park and Hemlock Ravine locations. This will aid in the consistency and continuity of park signage for HRM. Clear markings are required for these park areas and there will be a reliance on the media as an approach for delivering the message to the public.

It was proposed that Mr. John Charles, Landscape Architect, Infrastructure & Asset Management, put together a comprehensive package of this item for the next meeting and bring a signage example for the Committee to view.

Mr. Harald Norve joined the meeting at 4:52 p.m.

4.6 Revision of the Terms of Reference - discussion (Gerrie Masters and Kate Greene)

Vice-Chair Duncan Morum assumed the Chair for this item, while Ms. Gerri Masters presented a review and discussion of the Terms of Reference. Various governance issues, roles and responsibilities of Committee members, and staff were main areas of focus.

Ms. Masters also referred to other models of committees and how focus on governance issues are typically addressed.

After working on revisions for the past few months, Ms. Masters suggested a new preamble to be included in the Terms of Reference. This preamble would outline responsibilities of municipal Council, of staff in carrying out the policies of Council, and of PPPAC in working with staff and the public to provide for the best interests of the Park.

In review of the Comprehensive Plan, there were several key points discussed. The concepts of stewardship, sustainability and vision were emphasized. It was mentioned that advocating for adequate resources, as described in point #5, might better be described as exerting pressure on elected officials to ensure decisions made reflect the interests and priorities of the Plan, the PPPAC and the general public. It was also suggested that the wording for point #8 be changed from "develop" and replaced by "promote".

Awareness of the Park's website and possible avenues for feedback must be more accessible for the public.

Kate Greene joined the meeting at 5:08 p.m.

Ms. Masters posed several questions to the Committee:

-Should the Committee engage public participation opportunities beyond its regular scope?

-Does the Committee need to have a consulting role with staff and other bodies?

-Should the Chair request a written monthly update or a quarterly historical report from the Manger of Real Property Planning, Mr. Peter Bigelow?

-Should there be a formal staff report for each agenda item, any progress made, or any advisory issues?

-Is there a need for sub committees, for example for heritage sites?

Further discussion dealt with the structure of Committee and the possibility of inviting expert speakers on certain key issues. The need for an absenteeism limit and whether or not a motion is needed for allowed absences was also discussed.

4.7 Feedback on the Construction Quality of the Kiosks - update

No updates.

4.8 Discussion of the Shilling Ceremony - Councillor Uteck

Deferred.

4.9 Quorum for the Committee - discussion

The Committee agreed to set the quorum at 3 members.

5. CONSIDERATION OF DEFERRED BUSINESS

5.1 Point Pleasant Park - Where it fits in Budget Process (Phillip Read)

It was noted that it is standard HRM policy to reimburse Committee members for personal expenses incurred for any Committee related matters and functions, ie: mileage, accommodations.

Generally this would cover Committee members being asked to participate on some level beyond their regular duties by Mr. Bigelow or Council where personal expenses are incurred to cover costs.

5.2 Orientation of new members - Deferred to next Meeting

It was suggested that the walk about through the Park with Mr. Bigelow take place as soon as a date can be set and some of the works in progress can be viewed first hand.

6. REPORTS

Mr. Stewart MacMillian, Landscape Architect, and Infrastructure and Asset Manager, briefly presented some issues on behalf of Mr. Stephen Rice, Major Parks Supervisor. Topics discussed included progress of signage, red oak tree planting for navy memorial, wreath laying ceremony for Chilean Navy (DND), the Bluenose Marathon; emergency fire plan and fire marshall jurisdiction.

Honorary Member Ms. Janet Kitz suggested having staff present reports at the start of Committee meetings.

7. ADDED ITEMS - NONE

8. NEXT REGULAR MEETING DATE

The next regular meeting of the Point Pleasant Park Advisory Committee is scheduled for June 11, 2009, at 4:30 p.m. at the Point Pleasant Park Office and Maintenance Building.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 6:23 p.m.

Mark Calvi
Legislative Assistant