



**100TH ANNIVERSARY – HALIFAX EXPLOSION SPECIAL ADVISORY COMMITTEE
MINUTES
August 27, 2014**

PRESENT: Dwight Dorey
Pat Jessup
Will Robinson-Mushkat
Craig Walkington
Renee Gruszecki
Jeffry Haggett
Marilyn Elliott

REGRETS: David Sutherland

STAFF: Peter Bigelow, Manager, Real Property Planning
Elizabeth Taylor, Manager, Civic and Special Events
Jamie MacLellan, Public Art Facilitator
Billy Comer, Event Coordinator
Peter Greechan, Community Developer
Sherryl Murphy, Deputy Clerk

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/100thAnniversaryHalifaxExplosionCommitteeAugust272014.php>

The meeting was called to order at 4:00 p.m., and the Committee adjourned at 6:10 p.m.

1. CALL TO ORDER

The Deputy Clerk called the meeting to order at 4:00 p.m.

Round table introductions were made with members indicating their interest in being on the Board. Members' interest varied, including the following:

- Personal remembrance of those lost and the survivors
- The diversity of stories
- Commemorating but also recognizing that Halifax is young, alive and energetic
- Oral history not lost

1.1 ELECTION OF CHAIR

The Deputy Clerk called for nominations for the position of Chair.

MOVED by Ms. Jessup, seconded by Mr. Haggett that Mr. Craig Walkington be nominated as Chair for the Halifax Explosion 100th Anniversary Committee.

Mr. Walkington accepted the nomination. The Deputy Clerk called twice more for additional nominations.

There being none, it was **MOVED by Mr. Dorey seconded by Ms. Elliott that nominations cease. MOTION PUT AND PASSED.**

The MOTION WAS PUT AND PASSED.

The Clerk declared Mr. Walkington Chair and asked that he carry out the election for Vice-Chair.

MOVED by Mr. Haggett, seconded by Ms. Gruszecki that Mr. Dwight Dorey be nominated as Vice-Chair for the Halifax Explosion 100th Anniversary Committee.

Mr. Dorey accepted the nomination. The Chair called twice more for additional nominations.

There being none, it was **MOVED by Ms. Elliott, seconded by Ms. Jessup that nominations cease. MOTION PUT AND PASSED.**

The MOTION WAS PUT AND PASSED.

The Chair declared Mr. Dorey Vice-Chair.

2. APPROVAL OF MINUTES – NONE

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

There were no additions to the agenda.

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 Janet Morris dated July 8, 2014

Correspondence from Janet Morris dated July 9, 2014 was before the Committee. The correspondence was received as distributed.

6.1.2 Correspondence referred by The Honourable Tony Ince, Minister of Communities, Culture and Heritage from Marc Graziadei dated July 16, 2014

Correspondence referred by The Honourable Tony Ince, Minister of Communities, Culture and Heritage from Marc Graziadei dated July 16, 2014 was before the Committee. The correspondence was received as distributed.

6.2 Petitions - None

6.3 Presentation -None

7. REPORTS/DISCUSSION

7.1 STAFF

7.1.1 Overview of Committee Mandate, Conduct of Meeting, Conflict of Interest

The following was before the Committee:

- *Administrative Order 2014-005-GOV, Respecting the Special Advisory Committee on the 100th Anniversary of the Halifax Explosion*
- *Staff report dated April 10, 2014 re Halifax Explosion 100th Anniversary Advisory Committee*
- *Municipal Conflict of Interest Act*
- *HRM Board and Committee Guide*

Ms. Sherryll Murphy, Deputy Clerk gave a brief presentation overviewing the committee mandate, the conduct of meetings as per Administrative Order 1, Conflict of Interest legislation as it pertains to members and Freedom of Information Protection of Property (FOIPOP) legislation relating to the public nature of information provided to the Committee and meetings of the Committee. Ms. Murphy responded to questions. The Chair thanked Ms. Murphy for the presentation. A copy of the presentation is on file.

7.1.2 Committee Mandate – Civic Commemorative Event/Ceremony (HRM Civic Events)

A timeline of the annual Commemoration event held at the Memorial Bells in Forth Needham Park was distributed to Committee members.

Mr. Billy Comer, Event Coordinator, reviewed the existing event timeline noting that the budget for last year's event was \$4000.

A brief discussion ensued with note being made that this timeline would provide a framework for the commemorative event. The Committee's responsibility is to develop an event that is worthy of a 100 year anniversary. Note was made that some part of the commemorative event has to be held at the Memorial Bells.

The Chair thanked Mr. Comer for the information provided.

7.1.3 Committee Mandate – Grants to Non-Profit Organizations

A document entitled 'Halifax Explosion 100 Anniversary Advisory Committee Proposed Designated Grant Program' was distributed to the Committee.

Mr. Peter Greechan, Community Developer, indicated that the proposed grant program was a new program and staff is seeking the input of the Committee on all aspects of the program including:

- What type of grants do we want – events, theatre, etc.
- Who do we want to apply
- When the program should begin
- When program should end – 2018

Mr. Greechan went on to indicate that staff, with input from the Committee, will develop policy in the form of an Administrative Order which will govern the Grant Program. He went on to note that staff is presently doing a scan of commemorative grant programs across the country and will be looking at alternate sources of funding. Mr. Greechan noted that staff is proposing to roll out the program in the fall of 2015.

In response to a question from Mr. Haggett, Mr. Greechan confirmed that the funding for this grant program would be allocated in 2015-16 and that effort would be made to coordinate these monies with federal/provincial funds.

Following a further short discussion, the Chair thanked Mr. Greechan for the information provided.

7.1.4 Committee Mandate – Legacy Capital Project

Mr. Peter Bigelow, Manager, Real Property Planner, gave a brief presentation entitled “*Fort Needham Masterplan 100th Anniversary Legacy*” noting that staff has been tasked with planning and implementing an appropriate legacy project to commemorate the Halifax Explosion. He noted that allocations have been included in the five (5) year capital budget to achieve this goal. Mr. Bigelow went on to note that Fort Needham is significant both historically and topographically and went on to emphasize that Fort Needham is a park along with being the site for the Explosion memorial and a natural landmark. He pointed out that Fort Needham has been developed haphazardly and was difficult to access creating lost opportunities for programming and use of the park. A masterplan for Fort Needham will provide the necessary guidelines to express commemoration for the next 100 years. A copy of the presentation is on file.

Mr. Bigelow indicated that this Committee would be used as a sounding board in developing the appropriate legacy project and on how to best tap into the wider community. He went on to note that there may be other legacy projects, however, an RFP in regard to the masterplan has been issued the requirements of which include two public engagement processes to ensure appropriate feedback on the park.

Mr. Bigelow responded to questions and participated in discussion regarding the park and legacy project.

The Chair thanked Mr. Bigelow for his presentation.

7.1.5 Committee Schedule – 2014

A proposed meeting schedule was before the Committee.

A brief discussion ensued with the Committee agreeing on a 3:00 p.m. start time.

The Committee further agreed that there is some urgency for members to get up to speed quickly in order to be able to work toward timely decisions. As a consequence, the next meeting of the Committee will be held on Wednesday, September 10, 2014 at the Needham Community Center with members meeting in Fort Needham Park at 3:00 p.m. to walk the Memorial Bells site and then proceeding to the Centre to continue the meeting.

The following meeting will be held at 3:00 p.m. on Wednesday, September 17, 2014.

The meeting schedule will be further considered at the September 10, 2014 meeting.

8. ADDED ITEMS – NONE

9. IN CAMERA - NONE

**10. DATE OF NEXT MEETING – Wednesday, September 10, 2014 at 3:00 p.m. at the
Needham Community Centre**

11. ADJOURNMENT

The meeting adjourned at 6:10 p.m.

Sherrill Murphy
Deputy Clerk