



**HALIFAX EXPLOSION 100TH ANNIVERSARY SPECIAL ADVISORY COMMITTEE
MINUTES
January 10, 2018**

PRESENT: Craig Walkington, Chair
Pat Jessup, Vice Chair
Marilyn Elliott
David Sutherland
Dan O'Brien
Renee Gruszecki
William Robinson-Mushkat

REGRETS: Barry Cahill

STAFF: Elizabeth Taylor, Manager Culture and Events; Parks, Recreation and Communities
Kellie MacIvor, Cultural Asset Manager; Parks, Recreation and Communities
Billy Comer, Civic Events Coordinator; Parks, Recreation and Communities
Andrew Cox, Senior Civic Events Coordinator; Parks, Recreation and Communities
Peter Greechan, Community Developer; Grants and Contributions, Finance and Asset Management
Sharon Chase, Legislative Assistant; Office of the Municipal Clerk

The following does not represent a verbatim record of the proceedings of this meeting.

The agenda, reports, supporting documents, and information items circulated are online at halifax.ca.

Final meeting of committee- minutes administratively approved

The meeting was called to order at 3:03 p.m. and the Committee adjourned at 4:13 p.m.

1. CALL TO ORDER

The Chair called the meeting to order at 3:03 p.m. at the Nova Scotia Community College- IT Campus, 5785 Leeds Street, Halifax

2. APPROVAL OF MINUTES – November 15, 2017

MOVED by Will Robinson-Mushkat, seconded by Renee Gruszecki

THAT the minutes of November 15, 2017 be approved as presented.

MOTION PUT AND PASSED

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

MOVED by Marilyn Elliott, seconded by David Sutherland

THAT the agenda be approved as presented.

Two-third majority vote required.

MOTION PUT AND PASSED

4. BUSINESS ARISING OUT OF THE MINUTES- NONE

5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS- NONE

6. CONSIDERATION OF DEFERRED BUSINESS- NONE

7. CORRESPONDENCE, PETITIONS & DELEGATIONS

7.1 Correspondence

Additional correspondence received from Cheryl Bell

7.1.1 from Lois Miller, dated December 5, 2017

The Committee requested that the Legislative Assistant respond with an acknowledgement and suggest they might reach out to a senior's residence who may be interested in a donation.

7.1.2 from Glen Taylor, dated December 6, 2017

This email was shared with the Committee. No further action was required.

7.1.3 from Ron Zwaagstra, dated December 17, 2017

This email was shared with the Committee. No further action was required.

7.1.4 from Cheryl Bell, dated December 14, 2017

The Committee requested that the Legislative Assistant respond with an acknowledgement and suggest a private gallery or other institution may be in a position to purchase the work or that it might be donated to the Archives.

7.2 Petitions - None

7.3 Presentations- None

8. INFORMATION ITEMS BROUGHT FORWARD – NONE

9. REPORTS/DISCUSSION

9.1 STAFF

9.1.1 Halifax Explosion 100th Anniversary Memorial Service De-brief

Billy Comer, Civic Events Coordinator, reviewed some statistics on the event. There were 519 personal invitations sent including 140 schools. 20 schools had confirmed their attendance but due to weather only 4 were able to attend. There were over 1,000 persons in attendance and over 20,000 worldwide views on the live CBC stream of the event. 6 other stations were also broadcasting which would place the number of overall viewers at closer to 100,000. There was also a survivor at the ceremony and a survivor at the reception which had around 400 attendees. There were a few timing delays which were managed. Overall it was a great community event with meaningful speeches and there has been a lot of positive feedback received.

The Committee shared their impressions and offered feedback. Many members have also received very positive feedback. It was noted that Mayor Savage's comments provided a human element and were impactful. Other highlights included: Vince Coleman's grandson speaking, the Jackson family who had over 50 members attend and George Elliott Clarke's poem. The park looked great with the work done in phase 1 and all are looking forward to seeing the completed project. The live streaming and online media options were effective and allowed for a larger audience. The Red Cross greeters were a great addition and effective. Any mobility challenges brought to staff's attention were addressed and accommodations made. There were some crowd control issues in the VIP section and by the monument. Although the weather was challenging it also resulted in citizens making connections and created a sense of community. The reception was a wonderful meet and greet opportunity. The signage to the reception was helpful and the school was very engaged and proud to be able to show their art display. Student and school involvement for future events would be encouraged. In future having someone present at the guestbook signing area could alleviate any tie-ups, it was also suggested that a chair be available for those who might need it. The Archive's exhibit at City Hall was exceptional and another impactful way in which the city commemorated this event. The Committee concluded that the objectives of a solemn and dignified commemoration were met and thanked the staff who produced the ceremony.

Elizabeth Taylor, Manager Culture and Events, commended the Committee on their dedication and commitment. The Committee was very effective.

The Chair invited feedback from a member of the public in attendance who regularly observed Committee meetings. They noted that the moment of silence was very impactful and an outstanding job was done by all. They acknowledged the good leadership of the Committee and the commitment of its members. They were pleased to see how excited the school children were at the reception.

The Chair also invited Kent Speiran of the Photo Guild of Nova Scotia to comment on their commemorative project. Kent Speiran thanked the Committee for the opportunity to be involved and shared that they couldn't say no to the chance. The members had no complaints about the weather and were taking the images at the same time as the ceremony was happening. The Guild have provided archival images for the time capsule and would like to continue their involvement in future.

9.1.2 Halifax Explosion 100th Anniversary Commemorative Program – Final Report input

Elizabeth Taylor, Manager Culture and Events, updated the Committee on the process of submitting a final report. The Committee is invited to write a final report which would include a cover letter from staff and then be presented to the Community Planning and Economic Development Standing Committee. It would also be included as an information report for Regional Council.

It was agreed that the Chair would draft a 2-3 page report and then circulate it to members for review and comment. It would then be submitted to the Clerk's Office and Elizabeth Taylor.

9.1.3 Halifax Explosion 100th Anniversary Grants Program – Final Report input

The following was before the Committee:

- Evaluation of Designated Grant Program memo dated December 4, 2017

Peter Greechan, Community Developer; Grants and Contributions, explained the next steps for this program. Applicants have a deadline of March 31, 2018 to provide feedback on the program which will be included in the final report. They have received lots of feedback all noting a positive experience. There were a diverse group of participants and groups involved. They highlighted the \$2300 given for the school tile project and the big impact achieved with a relatively small grant amount. Peter Greechan noted that the guiding principles of the Committee became the foundation for the Grant Program and contributed to its effectiveness. He was pleased to work with the Committee and asked members to send him any specific feedback they had. Greechan will be reporting to the Grants Committee and then to Regional Council.

It was noted by the Committee that the quality of the projects coming out of the grants program was outstanding. There were many ways for citizens to be involved and experience these projects making the city come alive and creating a regional commemoration of the Halifax Explosion. One example was the Symphony Nova Scotia Program at the Central Library on December 6th which was significant and impactful for all who attended. The Chair noted that using the guiding principles of the Committee along with its oversight gave integrity to the process and made the approval process run smoothly. It was acknowledged that the lead time provided contributed to the quality of the work that came forward. The easy access to information about applying through the public information meetings and the booklet created was very effective.

9.1.4 2017 Time Capsule Contents Finalization

The following was before the Committee:

- Time Capsule update memo dated January 10, 2018

Kellie MacIvor, Cultural Asset Manager, reported that all items have been obtained and are at the Municipal Archives. The memo was reviewed and any last-minute things were highlighted. They thanked the Committee for all their contributions. The next step will be to scan, describe, print on archival paper and store archivally all the items. This work will be followed by the actual placing in and sealing of the time capsule. The timing of this and the potential of having an event surrounding the sealing of the capsule and placing it in the bell tower was discussed, including who might attend and who will be designated to insert the capsule. It was agreed that the lid of the capsule would be engraved using the event emblem and exact wording was reviewed. It may be possible to coordinate this along with the Park Launch which is taking place in June. The time capsule was considered a legacy project of the Committee acknowledging the work of staff and all the Municipal Archives contributions.

9.2 COMMITTEE

The Chair reviewed the process of approving the final set of committee minutes with the group. The Chair concluded the meeting by thanking all of the Committee members for their dedication and commitment as well as acknowledging the many contributions by members of staff. It was agreed that the Vision Statement of the Committee had been achieved.

10. ADDED ITEMS- NONE

11. DATE OF NEXT MEETING- no further meetings required

12. ADJOURNMENT

The meeting adjourned at 4:13 p.m.

INFORMATION ITEMS- NONE

Sharon Chase
Legislative Assistant