



Meeting Minutes
Community Participation & Volunteerism Committee
Thursday, March 2nd, 2017
7:00 PM

Committee Members Present:

Mayor Karen Mattatall, Council Member
Councillor Harold Locke, Council Member
Mary Ayer, Public Member
Julie Ferguson, Public Member
Joy Williams, Public Member
Robin Walker, Public Member
Dylan Heide, Secretary / CAO

Committee Members Absent:

Bonnie Mahaney, Chair / Public Member (with regrets)
Jennifer Huskilson, Public Member (with regrets)
Holly Renaud, Public Member (with regrets)

Guests:

None

1) Call to Order

Acting Chair Mayor Mattatall called the meeting to order at 7:05 pm welcoming returning public member Robin Walker.

2) Approval of Agenda

Ferguson – Locke

THAT the Agenda of the Regular Meeting of the Community Participation & Volunteerism Committee for March 2th, 2017 be approved as presented.

CARRIED

3) Approval of Minutes

Locke – Walker

THAT the Minutes of the Regular Meeting of the Community Participation & Volunteerism Committee for February 2nd, 2017 be approved as presented.

CARRIED

4) Delegations: None

5) Correspondence:

a. Communities in Bloom Canada 150 Invite

Committee members discussed the potential benefits to the community of participating in the Communities in Bloom program, as well as the considerable community-wide effort entailed by participation. It was agreed that the Committee would remain open to Communities in Bloom participation in the future but would not initiate participation unless approached by members of the public intent on putting in the necessary work.

6) 2017 Action Plan / Old Business

a) **Committee Membership**

Acting Chair Mayor Mattatall noted that with the addition of Robin Walker to the Committee's membership the Committee was now at capacity. Committee members discussed Jennifer Huskilson's recent absences from the Committee and it was agreed that the Secretary would contact her in this regard prior to the Committee's April meeting.

b) **Volunteer of the Month**

Committee members confirmed the Volunteers of the Month for March, April and May.

c) **Provincial Volunteer Recognition**

Julie Ferguson reported that the Committee's nominations had been approved by Council and submitted to the province. It was agreed that rides to the provincial reception in Halifax would be coordinated by the Committee's April meeting.

d) **CBDC Volunteer Workshops Series**

Committee members discussed the proposal from Dixie Redmond, Shelburne Community Business Development Corporation (CBDC) to offer a series of workshops to support the voluntary sector, with financial support from area municipalities. The Secretary noted that the Committee has supported CBDC to offer such training in the past and sufficient funds were already anticipated in the Committee's Action Plan.

Locke – Ferguson

THAT the Committee contribute \$500 to support CBDC's volunteer workshops initiative as budgeted in the 2017 Action Plan, and up to an additional \$500 from this budget to ensure the workshops are free and accessible for all (if needed).

CARRIED

e) **Public Art Initiatives / Art Policy Statement**

Committee members discussed responses to the Facebook survey on public art conducted by Julie Ferguson on behalf of the Committee.

Ayer – Walker

THAT the Committee recommend to Council the establishment of an annual budget item of \$7,500 per year for the next four years beginning in 2017-18, to be available to support public art in the community.

CARRIED

f) **Canada 150 Photos – Shelburne Mall**

Mayor Mattatall provided members with an update on the project. The Shelburne Mall is on board to host the photo display and final details should be worked out shortly.

g) Active Transportation Safety – Crosswalks, Traffic Signs & Signals

Committee members engaged in significant discussion of active transportation safety and what could be done in this year's operating and capital budgets to improve safety for cyclists and pedestrians on Town streets.

Locke – Walker

THAT the Committee recommend to Council the inclusion in the 2017-18 budget of funds to begin expanding the crosswalk flags program throughout the community.

CARRIED

Ferguson – Walker

THAT the Committee recommend to Council that – in the interest of improving active transportation safety – funding for traffic signals at the intersection of King Street and Water Street be included in the 2017-18 capital budget.

CARRIED

h) Volunteer Week 2017

Committee members discussed preparations for the 2017 volunteer reception hosted by the Town of Lockeport. The Secretary agreed to pass on the Committee's recommendations for invites to the reception to Francis Scott.

i) Town-Wide Yard Sale 2017

Committee members agreed to discuss preparations and advertising for the June Town-Wide Yard Sale further at their April meeting.

j) Guild Hall – 2017 Season

Julie Ferguson presented on the plans for the Guild Hall Grand Opening, the 2017 Guild Hall summer season and draft rental agreements currently under development. Significant discussion ensued, focused on time-sensitive budgetary recommendations to Council; it was agreed discussion on the Grand Opening and the summer season would resume at the Committee's April meeting.

Locke - Ferguson

THAT the Committee recommend to Council the inclusion in the 2017-18 budget of funds to purchase the following equipment for the new Guild Hall: Chairs, Tables, Weather Wrapping, Projector and Screen, Removable Dance Floor, Sound System and Stage Curtains.

CARRIED

Locke – Ferguson

THAT the Committee write a letter of thanks to Ralph Atkinson for assistance with the Guild Hall project and include a \$5 Tim Horton's gift card.

CARRIED

k) 2017-18 Projects

Committee members reiterated their intent to focus on improving active transportation safety and recreational infrastructure in 2017 with proposed public sessions to discuss the future of the Grovestine's Recreation Complex (as the Committee had previously undertaken concerning the future of the Guild Hall, leading to the design and construction of the new facility). Members also discussed additional projects for 2017 including improving the Town's Christmas decorations and extending them into additional areas of the community.

Williams – Ayer

THAT the Committee recommend to Council the inclusion in the 2017-18 budget of funds to purchase additional Christmas Banners for Hammond Street and Ohio Road.

CARRIED

l) Grants to Organizations 2017-18 / Town Clean-up Grants

Deferred to special meeting scheduled for March 23rd, 2017.

7) New Business:

- a) Committee members acknowledged information received concerning the Order of Nova Scotia but decline to put forward any nominations at this time.
- b) Mayor Mattatall reported on a story she was assisting Amy Woolvett – Shelburne County Coast Guard – with concerning former Mayor Bill Cox.

8) Adjournment

The meeting adjourned on motion at 9:20 PM.