



**Meeting Minutes**  
**Community Participation & Volunteerism Committee**  
**Thursday, January 9<sup>th</sup>, 2020**  
**7 p.m.**

**Committee Members Present:**

Julie Ferguson, Secretary / Town Staff Member  
Harold Locke / Council Member  
Mary Ayer / Public Member  
Cheryl Bower / Public Member  
Deby Varner MacAlpine / Public Member  
Mayor Karen Mattatall / Council Member  
Holly Renaud / Public Member  
Laura O'Byrne / Public Member

**Regrets:**

Bonnie Mahaney, Chair / Public Member

**1. Call to Order**

Guest Chair Karen Mattatall called the meeting to order at 7:02 p.m.

**2. Approval of Agenda**

**Renaud - Locke**

THAT the Agenda for the Regular Meeting of the Community Participation & Volunteerism Committee for Thursday, January 9<sup>th</sup>, 2020 be approved.

**CARRIED**

**3. Approval of Minutes**

**Locke - MacAlpine**

THAT the Minutes of the Regular Meeting of the Community Participation & Volunteerism Committee held on Thursday, December 12<sup>th</sup>, 2019 be approved.

**CARRIED**

**4. Delegations**

**None**

**5. Correspondence**

**None**

## 6. CP & V Items

### a) **Committee Membership**

The CP & V Committee is still down 1 members. Laura O'Byrne has been approved for membership to the committee by Town Council. Members were encouraged to invite potentially interested people to attend a meeting in the future as we still have 1 spot to fill.

### b) **Volunteer of the Month**

Discussion was held regarding nominations for January and February volunteers of the month nominations.

### c) **Representative Volunteer for the Province – Selection from VOM's 2019**

The CP & V Committee reviewed the choices for Volunteer of the Month in 2019 in order to choose a representative volunteer for the Town of Shelburne. Due to the amount of resident engagement with Bill and Sarah Chidiac's nomination, they were suggested as our representative volunteers. Julie will reach out to Bill and Sarah for information for the paperwork involved.

### d) **Events Recap –Santa at the Guild Hall Dec. 13<sup>th</sup>, House Decoration Contest, New Year's Levee**

Members of the committee noted that attendance at the Santa @ The Guild Hall was down this year and was down last year as well. They wondered if it was due to the location change. It was suggested to look at alternate locations or day of the week as well as additional activities for kids while they wait.

Deby, Cheryl, Julie and Laura reported on the Lights Decoration Contest Judging. Unfortunately, many of the houses that were nominated did not have their lights on that night and could not be judged. A list was made of honourable mentions out of the nominated houses. It was suggested to ask businesses if they would donate prizes and advertise the prizes in advance next year.

The New Year's Levee was held from 2-4pm at the Sandy Point Lighthouse and was very well attended this year. As it is the Town's turn to host next year, the idea of alternating locations throughout Town was suggested and would need to be considered under budget restrictions. There was also a note that some people do not know what the Levy is and maybe more information to the public would be useful.

### e) **Upcoming Events**

The African Heritage Month Proclamation will be held at the Black Loyalist Heritage Centre on Jan 4<sup>th</sup>, 2020 from 10am-12noon. No help is needed from the committee at this time.

### f) **Memorial Trees and Benches**

Discussion was held regarding the Memorial Trees and Benches ideas.

Julie recommended that if the Town were to consider memorial trees, a map of lost trees would have to be drawn up and orders taken soon as the deadline to order trees is approaching. Money would have to be paid before a location is booked and a tree is ordered. Depending on the demand, there may be a cap for the number of trees planted each year.

Karen and Holly expressed interest in the Memorial Benches Project. It would be a good idea to get a map of areas that could use new or additional benches. The benches with the concrete ends are cheaper and can be constructed by volunteers. Julie suggested that they defer this item until the February meeting so that members could ask for volunteers to do the building and find out the costs. The only part that the Town would help with would be the map and processing payments.

**g) Grants to Organizations Update**

Julie reported that she hadn't met with Jane yet to discuss the Grants to Organizations Process this year yet and due to the lack of applications, there may not need to be a meeting this year. Harold mentioned that Council was working on the budget and there may be a limited amount of funding at this time. Harold also wanted CP & V to continue with the Grant Application Evaluations and make a recommendation to Council. Julie will email the committee with an update in February.

**h) Support for Community Organizations**

CP & V discussed how they could further support community organizations. The last meeting held discussion around fundraising and the guild hall opportunity. It was suggested that an ad be created for the Town's Facebook page that we would share information from non-profit / community groups.

**7. New Business**

**a) Flat Jenny**

Karen mentioned that she had received a "Flat Jenny" from a grade 3 class in Vancouver to be taken around Shelburne as the students would be learning about Shelburne through this project. Deby volunteered to take Flat Jenny to Peggy's Cove.

**8. Next Meeting: Thursday, February 13<sup>th</sup>, 2020**

**9. Adjournment**

**Locke-Ayer**

THAT the Regular Meeting of the Community Participation & Volunteerism Committee of Thursday, January 9<sup>th</sup>, 2020 be adjourned at 8:17 p.m.

**CARRIED**