

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Meeting of the
SHERBROOKE LAKE COMMITTEE
Held in the Council Chambers, 210 Aberdeen Road, Bridgewater
Tuesday May 12, 2015

ATTENDANCE:

Murray Coolican	Committee Member
Lennis Corkum	Committee Member
John Budden	Committee Member
Larry Hagell	Committee Member
Allan Veinot	Committee Member
Jack Wentzell	Committee Member
Douglas Moore	Committee Member
Garth Bangay	Committee Member
Mark Wentzell	Committee Member
Rex Veinot	Committee Member

Debby Smith Facilitator

STAFF:

Trudy Payne, Director of Recreation
Chasidy Veinotte-Dorey, Administrative Assistant

1. PURPOSE OF MEETING

Trudy Payne summarized the agenda and opened up the table for any questions or concerns regarding the evening's agenda. There were no comments or concerns at this time.

2. INTRODUCTIONS

Debby Smith introduced herself and the role she would play in the meeting. She opened up the floor for introductions of the committee. She also asked members to state how many years' experience each member has in serving on a committee. After adding up all of the member's years, there was a combined total of 372 years of experience that this committee has to bring forward to the ongoing success of the Sherbrooke Lake Advisory Committee.

3. MANDATE OF THE ADVISORY COMMITTEE AND THE MGA

The mandate of the committee was reviewed by Trudy Payne with emphasis on three key words: **Advice**, **Options** and **Broad Based**. The following key points were the result of these options:

Advice

- What does it mean
- Final decision is up to Council
- Committee's job is to make recommendations
- Deciding when to meet/set agenda/assign tasks
- Drafting questionnaires

Options

- Provide options
- Do research
- Suggest options

Broad Advice

- Part of mandate is to determine when you should go in camera and when you should not. The guidelines of the MGA will state this.
- Trudy proposed that at the start and/or end of people the public can have a chance to speak to the committee.

4. REVIEW OF THE TERMS OF REFERENCE

Debby Smith reviewed the Terms of Reference.

Concerns were raised by several committee members on giving statements or answering questions to outside sources such as the press, public or councillors. To avoid any miscommunication, Trudy Payne advised the committee that such statements should come from staff, the mayor or from council.

5. WHAT DOES A GOOD PROCESS/MEETING LOOK LIKE

The committee was asked to give examples of what a good process/meeting would look like. The committee suggested the following:

- Listen
- Everyone feel free to speak and express opinions
- Meeting space
- Education and facts
- Communication
- Respect
- Objective
- Open Minded
- No preconceived notions
- Stay Focused
- Public input after meeting
- Minutes
- Establish purpose of meeting
- Set an agenda
- Start/end on time

The question was asked as to how we are linking with the Municipality of the District of Chester. The councillor for the area is planning on attended future minutes, she has sent her regrets for tonight. The Recreation Director for Chester may attend meetings as well.

6. ROLE OF THE CHAIR

The role of chair was reviewed by Debby Smith as outlined in the agenda package. The question was raised as to whether or not the chair can step out of role to engage in conversation. The answer to this is yes.

7. ROLE OF THE COMMITTEE MEMBERS

The role of the committee members was reviewed by Debby Smith as outlined in the agenda package.

8. ADDED ITEM- EXPECTATIONS FOR NEXT MEETING

The following is a list of expectations and items the committee would like to have address at the next meeting:

- Conflict of interest rules
- Code of conduct

- Check in- How well are we working?
- Rules around quorum
- Work plan
- Information regarding best practises (i.e. Aylesford Lake)
- Past history leading to today

9. NEXT MEETING DATE

The next meeting will be held on Tuesday, June 23rd at 7pm at a venue to be determined in the community. Trudy will advise the committee members of the location prior to the meeting.