

Memorandum of Understanding Steering Committee  
First Meeting – Monday, December 15, 2014 at 1pm  
Municipality of the County of Pictou – Council Chambers

In attendance:

Municipality of the County of Pictou	Warden Ronald Baillie Brian Cullen, CAO,
Town of New Glasgow	Mayor Barrie MacMillan Councillor Jack Lewis Lisa MacDonald, CAO
Town of Pictou	Mayor Joe Hawes, Councillor Cam Beaton Scott Conrod, CAO
Town of Stellarton	Mayor Joe Gennoe Joyce Eaton, Town Clerk
Regrets	Councillor Deborah Wadden

Observers in Attendance:

Town of Pictou	Councillor Alta Munroe Councillor Bob Naylor Councillor Lynn Vigneault
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Warden Baillie opened the meeting and welcomed everyone to the first meeting of the MOU Steering Committee.

Call to Order

Brian Cullen called the meeting to order.

Election of Chair

Mayor MacMillan seconded by Mayor Hawes that Warden Baillie be nominated as chair. Warden Baillie accepted the nomination and Warden Baillie will serve as Chairman of the MOU Steering Committee as no further nominations were received.

Election of Vice-Chair

Councillor Beaton, seconded by Mayor Gennoe that Mayor Hawes be nominated as Vice-chair. Mayor Hawes accepted the nomination and Mayor Hawes will serve as the Vice-Chairman of the MOU Steering Committee as no further nominations were received.

General Discussion of Steps Forward

An MOU Steering Committee Update will be approved by the Steering Committee and the document will be circulated to the respective participating municipal councils, at minimum quarterly, as per the MOU document.

CAO Conrod advised that we need to consider the following: 1) workplan topics and timelines, 2) staff resourcing, 3) budget. It is recommended that the three buckets will need to be developed and brought back to the Steering Committee.

Warden Baillie inquired about the level of staff resourcing from individual participating municipal units and it was agreed that those requests will be directed through the respective CAOs and Town Clerk of the participating municipal units.

Next Meeting Date

Wednesday, January 14<sup>th</sup> at 9:30am at the Municipality of the County of Pictou Council Chambers.

MOU Steering Committee Agenda to include the workplan topics, resourcing and budget.

Warden Baillie noted that the Town of Trenton has requested a meeting on Tuesday, December 16<sup>th</sup> at 6pm and the Town of Westville has requested a meeting on Thursday, December 18<sup>th</sup> at 7pm.

**Motion: to adjourn the meeting**

Moved: Mayor MacMillan  
Seconded Councillor Cam Beaton.

**Motion Approved.**

Ronald Baillie  
Ronald Baillie, Chair

January 14, 2015  
Date of Minutes Approved