

**Memorandum of Understanding Steering Committee Meeting
Tuesday, June 2, 2015 at 9:30am
Municipality of the County of Pictou - Council Chambers**

In attendance:

Municipality of the County of Pictou	Warden Ronald Baillie Councillor Deborah Wadden 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 Councillor Denise Taylor Joyce Eaton, Town Clerk

Sean Lui, MOU Policy and Research Assistant

Observers in Attendance:

Town of Pictou	Councillor Bob Naylor Councillor Alta Munroe Councillor Lynn Vigneault
Town of New Glasgow	Councillor Trudy Vince
Municipality of the County of Pictou	Councillor Scott Johnson Councillor Sally Fraser
NS Department of Municipal Affairs	Emily Pond

Call to Order

Warden Baillie called the meeting to order.

Approval of Agenda

Motion: To approve the Agenda.

Moved: Councillor Jack Lewis

Seconded: Councillor Cam Beaton

Motion Approved.

Approval of Minutes – May 12, 2015

Motion: To approve the minutes for May 12, 2015.

Moved: Councillor Deborah Wadden

Seconded: Councillor Cam Beaton

Motion Approved.

Business Arising from the Minutes

a. Report on June 1, 2015 Collective PMU Staff Meeting

CAO MacDonald provided an update on the two employee sessions held yesterday for the PMUs' municipal employees. She noted the sessions appeared to be well received and the staff appeared to be very engaged with thoughtful questions. CAO MacDonald advised that all questions raised have been captured and the concerns will be considered as we continue to communicate with the employees. She noted that a meeting was held with the CUPE Union Executive and some of the Shop Stewards from the municipalities. She indicated that a meeting has been set up with the NSGEU as well.

b. Report on May 20, 2015 Meeting with PC 2020 Sub-Committee Representatives

Mayor Joe Hawes provided an update on the session with the representatives and Councillor Denise Taylor added to feedback. It was felt that the PC 2020 Sub-Committee continues to focus on the Towns of Westville and Trenton not participating, while the focus needs to be on the positive work being completed by the PMUs representing 86% of the citizens in Pictou County.

c. Update on Staff Work

i. Financial Analysis

CAO Conrod provided an update on the financial analysis and outlined the flowchart within the package. The flowchart provided a detailed approach related to the long term debt, capital reserves and tangible capital assets. CAO Conrod also provided an updated snapshot of the Operational and Community Profile for the PMUs. It is the goal to have this document available through our One Pictou County website once it is in the final format.

ii. Human Resource Study Work

CAO MacDonald provided an update on the Grant Thornton work and employee database analysis. She noted a conference call with Grant Thornton was scheduled for the upcoming week.

d. MOU Budget Report

CAO Conrod circulated the project budget up to May 22, 2015 and reviewed the details. Councillor Deborah Wadden raised the concern of tracking the value of the in-kind services associated with the work being completed on the MOU to date and ensuring we have an accurate snapshot of the true costs associated with the work being completed by internal staff.

e. Media Coverage

CAO MacDonald updated the Committee on the two recent media pieces related to the One Pictou County initiative. It was noted that the Chronicle Herald editorial dated June 1, 2015 did not include the Town of Stellarton so the Committee requested the Herald be notified of Stellarton's inclusion in the MOU process.

f. Communications Report

CAO MacDonald updated the Committee on the social media initiatives for the past month. She noted that the business cards and rack cards were circulated to all Steering Committee Members. The business cards and rack cards will also be available at all of the PMU offices.

Councillor Taylor raised the opportunity to do one-on-one sessions at venues such as the Mall, Farmers Market and events taking place throughout the county. CAO MacDonald will investigate the options available and coordinate some sessions for the MOU Steering Committee.

Councillor Beaton requested we approach the Minister for a testimonial that we could for posting on our website, local papers, etc.

Councillor Lewis suggested approaching CTV Dan MacIntosh to do a question/answer session with the public

New Business

a. Stepping Up Conference

CAO MacDonald distributed the promotion sheet for the province wide dialogue called the 'Stepping Up' conference taking place on Tuesday, June 16th. Pictou County was not on the agenda as a satellite location so the Town of New Glasgow approached the provincial organizing committee to get a satellite location set up at the Pictou County Wellness Centre. The sponsors of the satellite event will include the One Pictou County MOU Steering Committee, Pulse Pictou County, Pictou County 2020, the Pictou County Chamber of Commerce and the Pictou County United Way.

The Stepping Up Conference will be held at the Halifax Central Library and live streamed to the locations of Sydney, Yarmouth, Truro, Middleton, Antigonish, Amherst, New Glasgow, Greenwich, East Hants, and Tatamagouche. This conference is intended for all Nova Scotians to discuss how we can, individually and collectively, take actions that will lead to greater economic growth and prosperity in province that address the Now or Never Report. There will be local facilitators in the Pictou County Wellness Centre and presentations from the local sponsors, including a presentation on the One Pictou County MOU initiative

b. Next Meeting Date

Wednesday, June 24th at 9:30am at the Municipality of the County of Pictou Council Chambers.

Motion: To go into the Private Session.

Moved: Mayor Joe Hawes

Seconded: Councillor Cam Beaton

Motion Approved.

Adjournment

Motion: To adjourn the meeting.

Moved: Mayor Barrie MacMillan

Seconded: Councillor Cam Beaton

Motion Approved.