

**Sustainable Community Planning Task Force  
Monday, May 12, 2008**

**Minutes**

**Attendance**

Chairperson, George Freer, Mulgrave Town Council  
Co-Chairperson, Jeffrey Aitkens, CAO  
Recording Secretary, Tanya Tibbo, Deputy Administrative Officer/Acct.  
Mike Hadley, Resident  
John Grimes, ONC  
Wilma Greencorn, ECCU  
Tim Gilfoy, SCSCCL  
Laurie Evans, Resident  
Vincent Power, Resident  
Ralph Hadley, Resident  
Marney Simmons, Resident  
Peter Evans, Resident

1. **Call to Order**

Chairperson George Freer called the meeting to order at 6:02pm.

2. **Approval of Agenda**

***MOVED BY WILMA GREENCORN AND SECONDED BY MARNEY SIMMONS TO APPROVE THE AGENDA WITH THE FOLLOWING ADDITION:***

***A. APPROVAL OF MINUTES***

***MOTION CARRIED 08-01***

3. **Approval of Minutes**

***MOVED BY LAURIE EVANS AND SECONDED BY WILMA GREENCORN TO APPROVE THE MINUTES OF APRIL 14, 2008 AS CIRCULATED.***

***MOTION CARRIED 08-02***

4. **Terms of Reference**

The Committee reviewed the revised terms of reference. Jeff Aitkens noted the changes in regard to the structure of the Committee. Quorum is seven, with at least four members from the community and/or business. Maximum number of members from the community is ten. The Committee discussed whether or not a quorum of seven is attainable. Committee members would like reminder calls and/or email prior to meetings. The Committee discussed how new members are appointed. Current Committee members will appoint new members. It was clarified that those in attendance are the current members of the Committee. Jeff Aitkens stated that once the revised terms of reference is approved by the Committee, it will be approved by Town Council. The terms of reference will be amended to reflect consistent terminology throughout – re: community at large.

***MOVED BY TIM GILFOY AND SECONDED BY MARNEY SIMMONS TO APPROVED THE TERMS OF REFERENCE WITH THE NOTED AMENDMENTS.***

***MOTION CARRIED 08-03***

5. Sustainability Coordinator

Jeff Aitkens reported that he and George Freer conducted interviews for the Sustainability Coordinator. Kim Lewis has been selected and will commence employment on June 2, 2008. Jeff Aitkens provided a brief background of Ms. Lewis's work experience. The position is 17.5 hours weekly for 52 weeks. She will be responsible for carrying out the duties of the Committee and other planning initiatives.

***MOVED BY TIM GILFOY AND SECONDED BY WILMA GREENCORN TO HIRE KIM LEWIS AS SUSTAINABILITY COORDINATOR.***

***MOTION CARRIED 08-04***

6. Visioning

Jeff Aitkens reviewed the need for visioning, as well as the process for developing a good vision statement. There are three types of vision statements: 1. High level, 2. Statement of core values, and 3. The four dimensions of sustainability. Jeff Aitkens suggested that the Committee develop a vision statement based on core values. The Committee agreed. The Committee proceeded to brainstorm ideas:

- Quaint
- Great place to raise a family
- Heritage
- Great small Town of Mulgrave Recreation Department Open
- Heritage
- Smell of salt water
- Nature and beauty
- The sky is the limit
- Safety
- Deep water port
- Open spaces
- Marina
- Museum

Issues facing the Town and residents include:

- Out-migration
- Road Improvements
- Increased traffic with Melford Project may pose a safety concern
- Lack of infrastructure planning
- High commercial and residential tax rates
- Getting people to stop in Mulgrave

Committee suggested that the Sustainability Coordinator research how other municipalities increase revenue without increasing taxes. Committee suggested that the Sustainability Coordinator also compile an inventory of community assets. Committee discussed the need to beautify Main Street. Jeff Aitkens will have draft vision statement at the next meeting.

7. Next Meeting

The next meeting will be held on Monday, June 9, 2008 at 6:00pm in Mulgrave Town Council Chambers.

Adjournment

Consensus to adjourn at 7:08pm

Tanya Tibbo  
Recording Secretary