

Sheralee Mitchell-MacEwan

Subject: FW: Canal Commission Meetings
Attachments: BY LAWS OF THE SHUBENACADIE CANAL COMMISSION_Revised June 2021.pdf;
ACT(revised).pdf

From: Alana Tapper
Sent: May 26, 2025 1:28 PM
Subject: FW: Canal Commission Meetings

Good afternoon

Staff reached out to the Shubenacadie Canal Commission to better understand the time commitment required as a committee member.

Correspondence for Decision – Item 15 Letter from Sylvain Allaire, Chair of Shubenacadie Canal Commission (SCC) requesting that Council consider appointing a representative to the Commission.

C25(177) May - On motion of Councillors Merriam and Dixon: Moved (later tabled) that Council direct staff to use our Municipal Social Media page to gauge interest from the public regarding appointing a representative to the Shubenacadie Canal Commission.

Bylaws and the Act to Establish the Shubenacadie Canal Commission are attached. Section 4(1)(b) of the Act specifically references ***“two persons resident in the Municipality of East Hants, one appointed by the Governor in Council for such term of office as the Governor of Council may determine, and one appointed by the Municipality of East Hants for such a term of office as the Council may determine”***.

Thank you
Alana

Sent: May 23, 2025 1:01 PM
To: Jo Swinemer
Subject: RE: Canal Commission Meetings

Hello Jo,
I have attached the Act, and the SCC By-laws for more information.

The Board meets usually every 2 months on the last Monday of the month, at 5:30 pm, in person at the Fairbanks centre, 54 Locks Rd in Dartmouth. Meetings are usually 1H to 1.5H at most (+document review/meeting prep). No meetings in summer. Regularly scheduled meetings:

June *AGM

Break in summer

September

November

January *Budget/project approvals

February *if needed

March *Budget/project approvals

April

Commissioners can also join Committees. Time commitment depends on the committee. Some committees meet quarterly, some every 2 months and some monthly. All break for the summer and the month of December.

Best,
Tanya



Tanya Bouchard (she/her/elle)

Executive Director

(902) 462- 1826

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Consider booking your next meeting or retreat with us! To learn more visit <https://www.shubenacadiecanal.ca/avery-room-rental-space>

The Shubenacadie Canal Commission is a non-profit charity dedicated to promoting and preserving the historic and natural features of the waterway from the Halifax Harbour to the Bay of Fundy. The Shubenacadie Canal Commission is located in Mi'kma'ki, the ancestral and traditional lands of the Mi'kmaq people. The Shubenacadie Canal Commission acknowledges the Peace and Friendship Treaties signed in this Territory and recognizes that we are all Treaty People.

From: Jo Swinemer **Sent:** May 23, 2025 11:53 AM

Subject: Canal Commission Meetings

Tanya,

As a follow up to the letter to East Hants Municipal Council, from Sylvan Allaire, Council has requested more information.

Could you please provide a summary of board operations, as well as frequency/timing of meetings and location (or virtual) that we can provide to Council, as they recruit/appoint someone to the board, they want to make sure they have a picture of scope of the role as well as time commitment.

Regards, Jo

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