

**Meeting Notes
March 3rd, 2011
7:00 pm in the Conference Room**

PRESENT: Lynda Hurst (Chair), Bruce Macdonald, John Flipse, Dan Fass, Sarah Cullingham, Ray Spaxman, Penny Street, Dan Freeman, Tammy Schulz

REGRETS: Bev Seed, Sam Mohamad-Khany, Bette Murphy, Cathy Wang,

STAFF: Cynthia Low, Hai Truong (Note Taker)

GUESTS: Helen Spaxman, Gretchen Brown, Sandra Moore, Roger Hughes, Marta Farevaag

1) Introduction

2) Review Agenda

MOTION: TO APPROVE THE AGENDA FOR THE MEETING OF MARCH 3rd, 2011 AS AMENDED.

Correction: Item 7 Communication Working Group Report Back has become item 4 because Sandra Moore was running late.

Dan Fass/Dan Freeman

CARRIED

3) Review notes from previous meeting

MOTION: TO APPROVE THE NOTES OF FEBRUARY 17th, 2011 AS AMENDED.

Correction: The motion in item 4 should read "Consultant to be instructed to amend the Master Plan document as presented by Marta Farevaag to accommodate the comments provided by the Planning and Development committee and the Britannia Board members."

Correction: Michel Desrochers was spelled incorrectly.

Ray Spaxman/Bruce Macdonald

CARRIED

4) Communications Working Group Report Back

NOTE: Hai will be sending a copy of the COV 10 year Capital Strategy Report Package.

5) Guest – Sandra Moore, Fijian Church Project

NOTE: Not to pursue any further with the Fijian Church Project.

6) Roger Hughes – Update and Next Steps

Hand out from Roger Hughes: Britannia Community Services Centre Strategic Master Plan.

MOTION: THE COMMITTEE WOULD LIKE TO THANK THE CONSULTANTS AND WOULD LIKE THEM TO PRODUCE A WORK CHART WITH EMPTY SLOTS FOR THE COMMITTEE TO FILL IN. THE WORK CHART SHOULD BE IN EXCEL AND SHOULD BE READY BEFORE NEXT MEETING.

Ray Spaxman/Penny Street

CARRIED

NOTES – Planning & Development

7) Work Chart – Ray

Consultant will produce a work chart for next meeting.

8) Other Business

MOTION: TO ACCEPT THE RESIGNATION OF LYNDA HURST.
Ray/Tammy

CARRIED

The committee would like to say thank you to Lynda for her services as the chair.

MOTION: RAY SPAXMAN NOMINATED PENNY STREET AS THE CHAIR.
THE NOMINATION WAS ACCEPTED.

Penny Street is elected by acclamation as the Chair of Planning and Development Committee.

9) Adjourn 9:05pm