

**Meeting Notes  
May 26th, 2011  
7:00 pm in the Conference Room**

- PRESENT:** Penny Street (Chair), Sarah Cullingham, Lynda Hurst, Ray Spaxman, Dan Fass, John Flipse, Dan Freeman, Sophia Matthew
- REGRETS:** Bev Seed, Cathy Wang, Gretchen Brown, Bruce Macdonald, Bette Murphy, Sam Mohamad-Khany, Helen Spaxman, Mike Lemon
- STAFF:** Cynthia Low, Hai Truong (Note Taker)
- GUESTS:** David Parent, Marta Farevaag, Roger Hughes, Tammyanne Matthew, Darlyne Robertson

The meeting was called to order at 7:05pm

**1) Introductions**

**2) Review Agenda**

MOTION: TO APPROVE THE AGENDA FOR THE MEETING OF MAY 26<sup>th</sup>, 2011.  
Lynda Hurst/Sophia Matthew

CARRIED

**3) Review notes from previous meeting**

MOTION: TO APPROVE THE NOTES OF MAY 12<sup>th</sup>, 2011.  
Ray Spaxman/John Flipse

CARRIED

**4) Review Plan for Partner Workshop with Consultants**

Marta Farevaag went over the plan and agenda for the May 27<sup>th</sup> Partners Workshop.

**5) Update from Communications WG**

Sarah Cullingham presented the drafts of the brochure, leaflet, poster, and survey. The video is still in progress. Questions #9 and #10 of the survey will be edited further. Any other comments or suggestions, please contact Sarah through email.

The next Communication Working Group meeting will be on May 31<sup>st</sup>, 2011.

**6) Review of Updated Work Plan**

Sarah Cullingham presented the updated work plan.

## **NOTES – Planning & Development**

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### **7) Update from Cynthia (Britannia AGM)**

Britannia Community Centre was thinking about putting on an event in the walkway between the Info Centre and the Pool/Rink. It would take place sometime in September or early October. There would be a dome over the walkway to create a simulated "indoor" concourse.

### **8) Other Items**

Penny Street is stepping down as the chairperson of P&D, since she is no longer on the Britannia board. Dan Fass has agreed to chair the committee.

Cynthia Low needs to pare down the contact list. She will see who is on the contact list and remove people who are no longer on the committee.

Sarah Cullingham has been hired as a planner for the P&D project until September.

### **9) Meeting Adjourned at 8:50pm**