



## MEETING MINUTES

<b>Meeting Name:</b>	150 <sup>th</sup> Relay Committee / <b>McNab/Braeside Relay 150</b>	
<b>Meeting Location:</b>	Council Chambers	
<b>Date / Time:</b>	June 21, 2017	7:00 p.m.
<b>Minutes Prepared By:</b>	Councillor Heather Lang, Chair	

### 1. Purpose

To plan 150<sup>th</sup> relay

### 2. Attendance

Name	Present	Name	Present
Councillor Heather Lang	Y	Georgia Quinn	Y
John Brady	Y	Roger Robertson	Y
Andy Kalnins	Y		
Jason Marshall	regrets	Karla Blemkie, Recreation Dept	Y
Nicci Murray	Y		

### 3. Agenda

No.	Subject	Responsible
1	Call to order/Welcome/Attendance	HL
2	Adoption of Agenda	HL
3	Approval of minutes June 21	All
4	Updates re relay route/sections	All
5	Update on finale preparations	HL
6	Update on logistics	All
7	Budget & Sponsorship / Fundraising	All
8	Adjournment	All

### 4. Action Items:

No	Actions, Decisions and Important Issues	Responsible	Status	Closure Date
1	The meeting was called to order at 7:00 p.m. by Chair Heather Lang. Attendance was taken by Chair Lang.	HL	Open	

2	Agenda reviewed and adopted.  <b>Moved by Andy Kalnins, seconded by Roger Robertson. CARRIED.</b>	HL	Open	
3	Minutes for meeting of June 21.  <b>Moved by John Brady, seconded by Andy Kalnins. CARRIED.</b>	HL	Open	
4	<b>Updates re relay route/sections:</b>  Committee went through final updates re relay sections.	ALL	Open	
5	<b>Finale preparations:</b>  Chair Heather Lang and Karla Blemkie outlined final preparations for finale.  Confirmation of attendance received from MPP and County Warden.  Final comments: let it not rain!	HL	Open	
6	<b>Update on Logistics (OPP, traffic control, route markings, etc.):</b>  Contact sheet listing contact names was handed out to each committee member, followed by a discussion on emergency protocol (all emergency calls to go through Chair Heather Lang, who is the approved contact for the OPP and paramedic service.	ALL	Open	
7	<b>Budget / Sponsorship / Fundraising:</b>  Chair Heather Lang provided an update on revenues and expenses.	ALL	Open	
8	The meeting adjourned at 8:00 p.m.  <b>Moved by Georgia Quinn, seconded by Roger Robertson. CARRIED.</b>  Next meeting: in August (TBD), for de-brief	HL	Closed	06/21/ 2017