

# Highway 9 Design Guidelines Committee

## MINUTES

JUNE 18, 2009

4:00 PM

EXECUTIVE CONFERENCE ROOM,  
CITY HALL

<b>MEETING CALLED BY</b>	Alice Wakefield, Community Development Director
<b>TYPE OF MEETING</b>	Regular Meeting
<b>FACILITATOR</b>	Alice Wakefield, Robyn MacDonald, Michele McIntosh-Ross
<b>NOTE TAKER</b>	Robyn MacDonald
<b>TIMEKEEPER</b>	Robyn MacDonald
<b>ATTENDEES</b>	Terry Herr (Milton DRB Chairman), John Bratten, Vic Jones, Adam Orkin, Brenda Hemphill, Rodney Reese, Dennis Potts, Anna Anton, Tom MacPherson, Rick Mohrig, Diane Palmer, John McMillan, Jeff Walker

## Agenda topics

5 MINUTES

APPROVAL OF MINUTES FROM MAY 21, 2009

<b>DISCUSSION</b>	None	
<b>CONCLUSIONS</b>	Unanimously approved minutes.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

15 MINUTES

DISCUSSION OF FUTURE MEETING DATES

COMMITTEE MEMBERS

<b>DISCUSSION</b>	The Committee discussed the frequency of future meetings. In addition, there was discussion how many times they should meet during the summer vacation period.	
<b>CONCLUSIONS</b>	The Committee decided on the following dates to meet: July 23, August 13, August 27, September 10, September 24, October 8, October 22 in the Executive Conference Room from 4:00 pm to 6:00 pm.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Distribute new meeting dates to the Committee.	Robyn MacDonald	Prior to the July 23, 2009 meeting

15 MINUTES

DISCUSSION OF CO-CHAIRS OF THE HIGHWAY  
9 DESIGN GUIDELINE COMMITTEE

COMMITTEE MEMBERS

<b>DISCUSSION</b>	Vic Jones and Adam Orkin stated that they had discussions on the phone about their responsibilities. They agreed that Vic would act as Chairperson and Adam would be the Vice-Chair. This was discussed with the Committee and it was unanimously agreed.
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