

**SAFE COMMUNITIES NORTHUMBERLAND COUNTY – ON ROAD / OFF ROAD**

**AGENDA/MINUTES**

DATE: Thursday November 23, 2017		TIME: 10:00 am	LOCATION: Council Chambers, Town Hall, Colborne (1 Toronto Street)
CO-CHAIRS: Ray Benns		RECORDER:	
ATTENDANCE:			
REGRETS:			
AGENDA ITEM	SUBMITTED BY:	KEY DISCUSSION POINTS	ACTION/OUTCOME
1. Appointment of Co-Chair		Kevin BENN has moved to a new position; therefore, we require the appointment of a new co-chair	
2. Approval of agenda			
3. Declaration of Conflict of Interest			
4. Approval of minutes from last meeting		Last Meeting: September 14, 2017	
5. Action Items from minutes of last meeting		<p><i>ACTION: Melanie TROTTIER will send out details (re: MTO safe winter driving campaign)</i></p> <p><i>Action: Tim BLAKE will send out some information on GPS locators</i></p> <p><i>ACTION: Melanie TROTTIER reported on an MTO campaign where decal(s) on the road can be utilized/purchased - will send information to members</i></p> <p>Several other action items can be found under the pertinent / corresponding agenda item</p>	
6. Lead Table Updates Next Lead Table Meeting Date: December 4, 2017	Ray BENNS	Last Lead Table Meeting: September 25, 2017	
7. Sub - Committee Requests to Lead Table (will appear on Agenda until completed)	Joanne BREWSTER	<p><i>No Regrets Live Shows</i></p> <ul style="list-style-type: none"> <li>• November 1<sup>st</sup> shows at ENSS &amp; CCI – Report</li> </ul>	
		<p><i>Brighten Up Campaign</i></p> <p><i>ACTION: Tim BLAKE and Heather GRUNDY will complete order for reflective bands and reflective zipper pulls</i></p>	

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	Tim BLAKE	<ul style="list-style-type: none"> <li>• 4x4 reflective sign posted in Trent Hills on walking trail (media event October 30<sup>th</sup>) - Report</li> </ul>	
	Heather GRUNDY	<ul style="list-style-type: none"> <li>• Participate in evening Santa Claus parades               <ul style="list-style-type: none"> <li>○ Brighton – November 17 @ 7pm</li> <li>○ Colborne – November 25 @ 7pm</li> <li>○ Warkworth – December 1 @ 7pm</li> </ul> </li> </ul> <p><i>ACTION: Lloyd HUTCHINSON and Tim BLAKE will organize a presentation to the Quinte Antique Tractor Club</i></p> <p><i>ACTION: Melanie TROTTIER will research cost for reflective Halloween bags.</i></p>	
	Tammie STAPLES	Brighten Up and equestrian (riders/drivers)	
	Heather GRUNDY	Local Government Day in Hamilton Township – report	
	Joanne BREWSTER/ Heather GRUNDY	Expo 2018 – Planning Update <i>ACTION: Melanie TROTTIER will forward information about a potential speaker for the Expo</i>	

NEW / EMERGING ISSUES

8. SWOT Analysis (Strengths, Weaknesses, Opportunities, Threats)			
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9. Meeting dates /times/ locations in 2018	Joanne BREWSTER		
10. Organization/Agency network news			
NEXT MEETING: December 4 <sup>th</sup> Safe Communities Breakfast @ Lion's Community Centre, Cobourg – Registration required (an invitation was sent)			
ADJOURNMENT:			

DRAFT