

**MLRA Meeting Minutes**  
**June 9th, 2008**  
**Location: Protheroe Residence**  
**9 Fiddle Parkway**

**Present:** Camille Vokey, Sandra MacDonald, Michelle Protheroe, John Cascadden, Vicki Morton, Peter Jollimore

**Regrets:** Amanda Layton-Malone, Ray Bowie, Novelea Hamyln-Billard

**Minutes:** Taken and prepared by Sandra MacDonald

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action</b>
<b>1. Approval of Agenda</b>	Approved	Approved
<b>2. Approval of May'08 Minutes</b>	Approved	Sandra to email May'08 mins to members
<b>3. Treasurer's report</b>	Membership fees continue to trickle in, but other new updates to report.	Michelle to keep updating the master list.
<b>4. Prospect Road Rec. Assoc.</b>	Funding granted to MLRA (\$3400) for a dock to be put at the parkland site for a boat launch.  Aug 21/08 – Groundbreaking for new community Ctr.	Peter will get a quote for the dock work.
<b>6. Parkland Development</b>	Camille had a site meeting on Apr 24 <sup>th</sup> with Patricia Macdonald, HRM parks planner. She's not familiar with the unique type of park space we want to design, but she is eager to learn.	Camille to provide Patricia with more info from our parkland development meeting. Camille is compiling feedback comments/surveys from parkland meeting participants.

	<p>Reg Rankin called Camille and offered MLRA a \$1500-\$2000 donation parkland development project.</p> <p>Blair told Peter that there are funds available for creating an entrance to the parkland, but a survey crew needs to be sent out first to determine exact measurements of the lot.</p> <p>Funding granted to MLRA (\$3400) for a dock to be put at the parkland site for a boat launch.</p> <p>Lot address is 5 Prospect River Court. (for reference purposes)</p>	<p>Camille to follow-up with Reg regarding the funding he offered.</p> <p>Peter to follow this project</p> <p>Peter will get a quote for the dock work.</p>
<p><b>7. Nichol's Lake</b></p>	<p>Signage project had "fallen through the cracks" on the HRM side due to a miscommunication. John Cascadden, along with Bill Arbuckle (Supervisor, HRM Parks), figured this out and the project has since been re-opened.</p> <p>Peter has been informed by HRM that they will provide us with more gravel and crusher dust to continue work on the trail.</p>	<p>John to follow progress.</p> <p>Peter looking to have a "trail day" soon.</p>
<p><b>8. Plant Sale Fundraiser</b></p>	<p>Jun. 07<sup>th</sup> Huge success – Raised \$655.00</p>	<p>Will aim to make this an annual event.</p>

<p><b>9. Paving</b></p>	<p>Western Region Community Council has requested that all unpaved streets (with exception of Prospect River Court) in McDonald Lake be paved at the same time as Fiddle Pkwy.</p>	<p>Peter to keep us informed of the decision.</p>
<p><b>10. MLRA Website</b></p>	<p>John continuing to create, maintain and update the site.</p>	<p>Executive members are to provide John with pics they have from MLRA events.</p>
<p><b>11. School Drop-Off</b></p>	<p><b>Re: “ONE WAY” traffic sign</b> Ray informs that Dept. of Transportation will not be installing a “ONE WAY” sign and that it is the responsibility of the MLRA.</p> <p><b>Re: Winter Snow Removal</b> – who’s responsible? Ray has checked with HRSB and Dept. of Transportation regarding this. HRSB says that there’s no money in the budget for this. DOT not responsible for clearing. So, there is currently no one responsible for winter snow removal.</p> <p><b>Re: Instructions with diagram for using the School Drop-off.</b> -The PRES agendas are already printed for the 2008/09 school year so we can’t include our document in</p>	<p>Melissa will be creating a replica “ONE WAY” traffic sign for us. She has ordered the cut board and is awaiting its arrival.</p> <p>We’ll need to discuss this at our Sep 08 MLRA meeting.</p> <p>Sandra will prepare a document for the school to print off for all students at the beginning of the 08/09 school year.</p>

	the student agendas.	
<b>11. Miscellaneous</b>	<p>1. Orange tape markers – requests that residents please remove the orange tape markers on their property that were used by SAR(Search and Rescue) when the woman was missing last year in case a situation like this ever arises again.</p> <p>2. MLRA letterhead – Peter would like MLRA written correspondence to be more official. John suggested designing a letterhead and placing a template on the website for individual use as opposed to printing off a stack of letterhead.</p> <p>3. MLRA File Archive – would like to start an archive for all MLRA correspondence, so that there is only one point of reference. Michelle will be responsible for filing and/or archiving materials given to her by the Executive.</p> <p>4. <b>S.M.E.A.C</b> Form – <b>S</b>ituation, <b>M</b>ission, <b>E</b>xecution, <b>A</b>dministration, <b>C</b>ommand &amp; <b>C</b>ommunication – form to be used by Executive members when overseeing a project to documenting instructions.</p>	<p>Sandra to send out email to MLRA members.</p> <p>John is working on this task.</p> <p>Executive to bring original hard copies of files/folders that are in their possession to Sept. meeting and hand over to Michelle for safekeeping.</p> <p>John to post a copy on MLRA website for use by Executive, if they so wish.</p>

	<p>Adapted by John</p> <p>5. MLRA Brochures – New website needs to replace the old address on the membership brochures.</p> <p>6. Next MLRA meeting – Agreed to changing the monthly meeting day from Mondays to Tuesdays.</p>	<p>Michelle will amend the brochure to reflect.</p> <p>Taking a break for the summer but will meet again in Sept 08. Tentatively Tues. (new day), Sept 09<sup>th</sup>.</p>
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