



**Wollaston Township Economic Development, Tourism & Planning Committee
Agenda
Tuesday 12 March 2019
6:00 - 9:00 pm
Wollaston Township Council Chambers**

1	Welcome	Councillor Morrison & Staff	5 minutes
2	Self Introductions of Members	All	25 minutes
3	Orientation Presentation Wollaston Township Committee Structure	Roxanne	20 minutes
4	Policy Review: Code of Conduct & Conflict of Interest (Sign off form)	Staff	10 minutes
5	Distribution of Documents	Staff	5 minutes
6	Previous Committee Accomplishments Economic Development	Chair	15 minutes
7	Facilitated Discussion Terms of Reference Election Chair, Vice Chair, Minute Taker	Roxanne	30 minutes
8	Approval of Minutes from January meeting	Chair	5 mins
9	Strategic Plan Action Items for March	Chair	15 mins
10	Staging Area Costs to Date	Staff	15 mins
11	Items for Next Meeting (New Business)	Chair & All	5 minutes

Next Meeting: Tuesday 16 April 2019 at 6pm - 8pm