

VISION KEEPERS GROUP



Meeting Notes *Thursday 14th. June 2007*

Attendees:

Members of the Committee: Doran Hanert, Peter Schied – via conference call, Ron Sadesky, Jim Ridley – Representative of Council.

Town Administration: Audrey Rogers, Gary Buxton

Regrets: Don Sears, Amy Krause, Hugh Simson

The meeting was called to order by the acting chair, Doran Hanert, at 7:09pm.

Gary Buxton recorded the minutes of the meeting.

1. Adoption of Agenda

The agenda was approved as presented.

2. Adoption of Meeting Notes

A minor amendment to page two, last paragraph, grammatical change. Penultimate paragraph, page 2 last sentence to be deleted. The Meeting Notes from May 31, 2007 were approved as amended.

3. MDP Terms of Reference

There was a brief discussion about the minor amendments that added some direction that the consultation should be facilitated and output oriented, and focussed on maintaining the timeline. There has been little or no feedback from the public. There had been feedback from one Councillor. It would be formally approved by Council on June 19. The group was OK proceeding with the document as presented.

4. MDP Terms of Reference RFP Document

The RFP is to be developed by Staff, in consultation with the group and then issued. RFP's are not normally approved by Council. They are a technical document and have a number of fairly standard provisions. Administration would like to issue the RFP before the end of June 2007.

The group discussed possible items that could be included, such as:

- Identify it as something atypical for MDP documents, possibly repeated a couple of times;
- We are open to the consultant suggesting different or alternate processes;
- Should tell the consultant what we want as an adequate response (i.e. "should include this")
- Should outline the process of selection
 - Review / shortlist / interview / possibly second interviews / selection
- Outline evaluation criteria;
- Clarify timelines, time is of the essence;
- Possibly use good graphics in the document;

- Use unusual language to attract attention, not "government" speak - tag line, someone who can break new ground, innovative;
 - Break new ground in a gateway community;
 - Hip, cool, new age;
 - Thinking outside of the box
 - Integrated plan
 - Visionary
 - "Plan & Process"
 - Future oriented
 - Jigsaw puzzle

5. Communication Issues

Communications Plan seems to be OK for group members. The web site development has been OK so far. The group reviewed the Communications Plan and felt that a lot had been accomplished, and that since we were now working mostly on the MDP, there was little need to worry about public consultation directly with the Vision Keepers. Communication Plan had assumed that we would be working on a number of other things.

The group should revisit the governance plan and communication plan in the fall or late summer. We should put these on the agenda for the Fall. By that time we should have some sort of feedback from Council regarding the group's performance and then present our ideas. Our success at that time should make it easier to discuss these matters with Council.

Action Item: Everyone to send bio's for the web site as soon as possible.

Action Item: Gary to send out the Communication Plan and Governance Plan (latest editions).

6. Open Discussion

Peter informed the group of a couple of reference documents that he thought would be useful to share with the group; one about small town planning and the other about planning and development in gateway communities. Peter offered to share the document. Gary already had a copy of the gateway community book that he would share with the group.

7. Next Meeting

Future schedule to be decided once the MDP RFP document has been released.

Next meeting, Thursday July 19, 7:00PM. Agenda to include Communications Plan, Governance Plan and the status of the RFP document.

8. Adjournment & Social Time

The meeting was adjourned at 8:11 PM