

# VISION KEEPERS GROUP



## Meeting Notes

*Thursday 20<sup>th</sup>. September 2007 – 7:00 P.M.*

### **Attendees:**

Members of the Committee: Doran Hanert, Peter Schied – via conference call, Amy Krause (Chair), Jim Ridley – Representative of Council.

Town Administration: Gary Buxton, Patrick Sorfleet

CSE Group: Felicity Edwards, Carole Stark, Tracey Bealing.

Regrets: Hugh Simson, Don Sears, Ron Sadesky.

The meeting was called to order by the Chair, Amy Krause at 7:05 P.M.

Gary Buxton recorded the minutes of the meeting.

### **1. Adoption of Agenda**

The agenda was adopted as presented.

### **2. Adoption of Meeting Notes**

The Meeting Notes from August 23, 2007 were accepted as presented, with one minor amendment to Section 5.

### **3. Community Sustainability Plan Process**

#### *Process Launch*

The UMA / CSE Group outlined that the launch was planned for October 25<sup>th</sup> (Thursday), after the election.

#### *Municipal Affairs Involvement*

The UMA / CSE Group also noted that they were considering the possibility of inviting a representative from Alberta Municipal Affairs & Housing, as this document would be very different from many such statutory documents, and they are increasingly interested in sustainability plans. Our MDP would be both an MDP and a sustainability plan, so there is no template for such a plan, and it seems prudent to have them aware of what we are doing. The representative would likely be only an observer. We could possibly invite them for the start up meeting.

The group felt it might be useful to have a representative from Municipal Affairs so that they are very aware of what we are doing and how we are going about doing it. There may be some links to funding opportunities as a result.

#### *Proposed Process*

The UMA / CSE Group went through the community sustainability plan public consultation process. There are only 4 phases (i.e. Issue Identification, Criteria Development, Solution Generation, Plan Preparation) but it is more complex than the Mining The Future process. Quite a few iterations and

circular input processes. There is at least one dedicated VKG meeting for each phase and work parties with group leaders in each phase. Input is given to the community and neighbourhood groups, which informs the forums and then the Work Parties, with each stage having to process the information coming in from the prior. The UMA / CSE Group would like the VKG to attend the Work Parties, so there would be two meetings per phase to attend.

The group asked about the areas of "issue identification" and "criteria development." Issue identification will identify the issues important to citizens beyond the purely legislative requirements. Criteria development is related to creating solutions, and having some means of reviewing proposed solutions so that they can be evaluated to see if they will achieve objectives. Sustainability and Natural Step criteria may help greatly in this respect. The group asked how the issues would be chosen - from a blank slate or by suggestion? The Growth Study may help to identify some of these issues, and couple this with the values from Mining The Future, there will be some guidance provided to the public. The group suggested that the Community Monitoring Report might be a useful source of issues. The UMA / CSE Group will also develop "theme papers" to help guide the development of issues. But other issues will be allowed to emerge from public requests.

The process will also include special sessions to deal with disputes as they arise. Some issues also will not be resolved by the end of the process, and these items will be specifically identified to Council. Some discussions will need to be cut off to ensure that the deadlines are met.

#### *Timeline*

Phase 1 will end by December. Phase 2 ends in February, Phase 3 in May, and Phase 4 in September 2008, with the plan likely adopted in November 2008. VKG are also encouraged to join and participate in groups and attend the forums. The group education and training that occurred in the Mining The Future process will also be replicated in this process.

#### *Full Community Involvement*

Special interest groups will be called community groups in the process, (e.g. BOWDA, CCHC, CEDA etc.) and they will be treated the same as other groups. These groups will not be actively sought out unless there is a view that there is a gap in representation in the community.

It should also be possible to circulate drafts of the working documents to all of the Town's standing committees (e.g. CPC, CPAC, SDAB, Police Committee) to keep them updated.

#### *Keeping People Informed*

The web site will provide people with another opportunity to engage, even if they are not able to or choose not to be part of a group. It allows another option to take part. Web site also is an excellent tool for distributing information and keeping people informed.

The Group asked about the efforts to contact second home owners. The UMA / CSE Group noted that they still had a contact list from the Mining The Future process. They could also use the newspapers as the second home owners tend to read local newspapers. Possibly one of the forums could be on a weekend. The Group noted that an e-mail contact list should be generated for second homeowners to subscribe to. Given that many of the second homeowners are from Alberta so newspaper connections could be useful.

Reminders to check the Town and MDP web site to second home owners would also be useful, and this could also create an e-mail subscriber list. We could consider also inserts into the utility billing.

#### *VKG Role*

The group asked about the role of the VKG in the MDP process as seen by the UMA /CSE Group. The UMA / CSE Group saw the VKG as a point of reference to confirm that progress is made and we are following the Mining The Future vision. The group also felt that in addition to confirming that content was appropriate, they should also ensure that the process is monitored and working properly. The VKG should meet at the end of each phase and the start of each phase to look both at content and process issues. The evaluation of the process could likely be done using the process outlined in the RFP document, since this was something that we had already agreed upon.

There was agreement that the VKG should be involved at critical points in an oversight role, and that the members could also be far more involved in a "worker" role. The result is that there will likely be one or two meetings a month with the VKG to keep everything up to date, and work parties and forums would increase the possible number of meetings.

The group felt that it would be a good idea that the Vision Keepers also speak at the start up forum to explain what their role in the process would be. This could be a great opportunity to give the VKG profile in the process.

**ACTION ITEM: Gary to place an item on the next agenda to clarify our role in the MDP review process.**

#### **4. Code of Conduct Plan**

The group reviewed and edited the plan.

**ACTION ITEM: Gary to revise the draft and circulate the revised draft for review.**

#### **5. Member Biographies & Web Site**

The group reviewed the biographies and the group accepted the biographies and indicated that they can be posted to the web site.

The group reviewed a potential outline for the VKG web page that had the following sections

- ♦ The Vision
- ♦ Implementing the Vision
- ♦ How to get involved?
- ♦ The VKG
- ♦ Contact us

**ACTION ITEM: Gary to sit down and draft the web page with Sally Caudill and the group can then review the page for content for the next meeting.**

#### **6. Next Meeting**

The next meeting was scheduled for Thursday October 11<sup>th</sup>, 2007.

## **7. Adjournment**

The meeting was adjourned at 8:50 PM.