
SOUTH MCDUGAL FLATS AREA STRUCTURE PLAN
STEERING COMMITTEE MEETING #2 – Meeting Minutes
Friday, December 12, 2008 – 9am

Attendance:

Steering Committee:

Marlow Currie	Member at Large (Chair)	
Lindsey Beal	Member at Large (Vice-Chair)	
Councillor Gerald Ingeveld	Mountain View County Councillor	
Councillor Liz Negropones	Mountain View County Councillor	
Councillor Everett Page	Mountain View County Councillor	
Councillor Annette Clews	Sundre Councillor	
David Chorkwa	Member at Large	Absent with Regrets
John Haynes	Member at Large	Absent

Mountain View County Staff:

Diana Hawryluk	Director of Planning and Development	
Daria McDonald	Planner II, MVC	
Tracey Connatty	Planner II, MVC	Absent
Steve McInnis	Director, O/S, MVC	Absent

Planning Consultants:

Cam Lang	Senior Planner, Scheffer Andrew Ltd.	
Pat Maloney	Senior Planning Advisor	
Meghan Norman	Junior Planner, Scheffer Andrew Ltd.	

1. Call to order: Chair Marlow Currie at 9:10 A.M.
2. **Motion** (Marlow Currie): To approve agenda. **Carried.**
3. **Motion** (Marlow Currie): To approve meeting minutes from the October 24, 2008 Steering Committee meeting.
Carried.
4. Ms. Negropones expressed concern with member absenteeism. Discussion ensued regarding absent members and approaches to resolve the issue. **Motion** (Gerald Ingeveld): To prepare correspondence to the absent members (Chorkwa, Haynes) regarding their attendance and to remind them of their requirements to attend and participate in meetings. The letter will be prepared immediately and followed up with a phone call from the Chair.
Carried.

5. Mr. Lang reviewed the items on the agenda explaining their purpose and providing an update on the process.
6. Agenda item #2 (Review Issues Identification Public Meeting) was discussed. Mr. Lang provided his thoughts and opinions on the format of the meeting and suggested a revised approach for future public meetings / open houses. It was agreed that upcoming public sessions should include a period for drop-in (typically 6-7pm) and that advertisements identify the specific times identifying the drop-in period and when a formal presentation would begin. It was further agreed due to a necessity for more space that the upcoming public visioning session (Jan.13) would be held in the McDougal Chapel. The Design Charette (Mar.21) could require an even larger facility; the location will be determined at a future steering committee meeting.
7. Agenda item #3 (Background Information Review Update) was discussed by Mr. Lang. The Existing Land Use Inventory is currently being compiled and draft mapping will be available early in 2009. This mapping will be provided to the SC for review/comment and be available for review at the Jan.13 public visioning session. Outstanding information gaps were identified as follows: 2006 airport development plan; historical data; potential areas of contamination; gravel pit studies. Consultant will contact Ingrid Myers and / or Syd Vollman for 2006 airport presentation slides. Jack Morgan will be contacted in an effort to consult on historical data. The County will provide known gravel pit studies to the consultants.
8. Break at 10:30 A.M (15 minutes).
9. Agenda item #4 (Draft Issues Analysis Report) was reviewed. Miss Norman reviewed the public comments and the SWOT Analysis results from the public survey. Using input from the Committee and Councillors it was suggested that Appendix A be revised. It was further agreed that Appendix B (verbatim comments) be removed and that a summary of the Draft Intermunicipal Development Plan (IDP) be included in the final version of the report.
10. Given time constraints, Ms. Clews suggested deferring agenda item #5 (Developing a Vision Statement) to the next Steering Committee Meeting. Mr. Lang commented this would not present a problem as the finalization of the vision statement would occur after the public visioning session on Jan.13/09. The purpose of discussing this item with the committee at this time was to simply identify preliminary ideas and elements that could be addressed by a vision statement. **Motion** (Marlow Currie): Move agenda item 5 to the next Steering Committee meeting. **Carried.**
11. Agenda item #6 (Next Steps in the Process) was reviewed. Mr. Lang stated that the Draft Issues Analysis Report will be finalized and provided to the County for

posting on the website prior to the holiday break. Upcoming stakeholder meetings are required with the Airport Management Committee. Mr. Page provided a number of contacts that should be approached to organize a meeting with the airport stakeholders. Ms. Maloney will pursue a meeting with the Airport Management Committee/stakeholders as soon as possible. This would ideally take place in January during the public visioning phase of the process. The consultants will prepare the newspaper advertisement for the Jan.13/09 visioning session as well as the information letter for landowners in the study area. Ms. Beal suggested she and Mr. Currie have their contact information identified within the landowner letter should landowners wish to contact the Chair/Vice-Chair of the SC who also happen to be landowners within the study area.

12. **Motion** (Marlow Currie): Meeting Adjourned 12:30 P.M. **Carried.**