

WEST QUESNEL LAND STABILITY ADVISORY COMMITTEE

MINUTES

Tuesday, October 26, 2004
7:00 pm

Advisory Committee: Dalton Hooker, Andrianna Joyal, Heinz Loelke, Marty Put, Cynthia Bernier, Archie Hlady, Mel Dunleavey,
Facilitator: Dave Read
Staff: Jack Marsh, Carol Anderson

1 Introduction

Meeting was called to order at 7:00 pm. J. Marsh introduced D. Read, welcomed the members and gave them an opportunity to introduce themselves and describe their expectations of the Committee and the results they were personally looking for. There were concerns of property values, environmental issues, the importance of identifying and differentiating between stability issues vs. poor workmanship in construction, and the need to continue to push forward towards a workable solution.

2 Roles of the Facilitator and the Advisory Committee

D. Read noted that the role of the Facilitator is to help the Committee do their work. His short term task is to keep the meetings on schedule, follow the Agenda and ensure that no single issue dominates the discussion. His long term role is to assist with communications.

The role or expectation of the Advisory Committee is to provide input and guidance to Council on various matters including community needs i.e. getting the information to the public and to neighbours, input on financial needs, assistance is seeking both supportive and financial partners, and generally to work with the City.

3 Terms of Reference

The Terms of Reference spell out the mandate given by the City. General discussion and comments regarding *Committee appointed Chairperson* and wording around *communications* in Mandate and External Communications. D. Read clarified the two types of communication as being (a) public and (b) media and suggested the Committee's role in communications (referred to in Terms of Reference) were with the public by talking to friends, neighbours and Neighbourhood Associations, bringing their comments to the Committee for discussion, and giving them (public) an update on the Committee meetings. Media communications should be addressed by Council or the Council liaison.

4 Ground Rules

Rules on how the group is going to conduct themselves in meetings. Committee was asked to come to a consensus on the ground rules and defined consensus or acceptance for their purposes.

Consensus or acceptance means:

- will be a benefit to the majority of residents
- will respect the diversity of ideas
- will respect personalities
- will require the need for understanding
- will weigh all of the information

Committee members agreed that they shall:

- turn cell phones off at a meeting
- respect meeting times
- come to meetings prepared
- require agendas and notes 3-4 days ahead of time
- notify Carol if unable to attend meeting
- keep speakers list (ensures everyone has an opportunity to speak)
- respect all views and value all input
- include technical experts where appropriate to get to consensus
- stay on topic
- focus on issue

5 Meeting Dates and Times

Discussion on members' availability for meeting dates and times.

Committee would like any and all information emailed to them at least 2 or 3 days before the next scheduled meeting.

6 Action Plan Review and Update on Status

J. Marsh reviewed the attached Action Plan. **Committee would like to see the Action Plan in writing with dates, actions, comments, timelines, or results** noted thereon for reference or as a guideline, **PRIOR to the next meeting.**

Committee would like engineers to attend next meeting to provide slide history and technical data.

Noted that this year's budget had been set at \$240,000 to year end.

7 Work Plan for Communications

D. Read asked Committee members to review the proposed work plan for communications. Suggestions included:

- involving more people
- give members some tools (i.e. Action Plan)
- advertise on the City's website – use more executive summaries than those large documents
- advertise in the newspaper for people to view the City's website

Comments included:

- the need to generate an "issues" wave, peaking in March
- the need to create a sense of urgency, not a sense of impending doom
- this is a "community" issue, not just an issue for West Quesnel residents

8 Fall Open House

Discussion on Open House vs. Public Meeting. Tentatively set **Wednesday, December 8, 2004 for Public Meeting**. Suggested that the Committee follow with several more public meetings, or information sessions in January and February of 2005. Public meeting in March as well, with local MLA and other government officials.

Have Action Plan as handout at public meeting. Mail any other information out to the public at least 2 weeks prior to the public meeting together with the notice of the meeting.

9 Appointment of Chair

Tabled to next meeting for further discussion and suggestions.

10 Other

Committee was asked to evaluate the meeting. Committee was pleased with the choice of group members, that there was an Action Plan in place and proceeding, and that Neighbourhood Associations were definitely a good connection.

Suggestions to send out a **News Release** (D. Read says New Release is scheduled for tomorrow).

Committee would like to see a **contact list generated** together with the Action Plan. **J. Marsh to follow up on harvesting tenure in upper Uplands area.**

**Next meeting scheduled for:
Tuesday, November 16, 2004 @ 7:00 pm.**

Meeting adjourned at 9:00 pm.

NOTE: Meeting date was originally set for Wednesday, November 17, 2004.