

BANFF COMMUNITY PLAN STEERING COMMITTEE

MEETING MINUTES

**Town of Banff Ted Langridge Room
Thursday, February 9, 2023, at 10:00p.m.**

COMMITTEE MEMBERS PRESENT

Allan Buckingham – Member at Large
Dr. Vamini Selvanandan - Member at Large
Stavros Karlos - Member at Large
Coun. Grant Canning - Member of Banff Town Council
Jess Harding - Representative of Environment NGO
Wanda Bogdane - Representative of Business/Tourism NGO

COMMITTEE MEMBERS ABSENT

Mayor Corrie DiManno - Member of Banff Town Council
Sheila Luey - Representative of Banff Field Unit assigned by Parks Canada
Leslie Taylor - Member at Large

ADMINISTRATION PRESENT

Darren Enns	Director of Planning and Development
Emma Sanborn	Development Planner
Alison Gerrits	Director of Community Services

1.0 CALL TO ORDER

The February 9, 2023, meeting of the Banff Community Plan Steering Committee will be conducted in person at Ted Langridge Room located at Banff Town Hall.

BCP23-12 Moved by Buckingham to call the meeting to order 10:05.

CARRIED

2.0 APPROVAL OF THE AGENDA

2.1 Approval of the agenda for February 9, 2023.

BCP23-13 Moved by Karlos to approve the February 9, 2023 agenda.

CARRIED

3.0 ADOPTION OF PREVIOUS COMMITTEE MINUTES

3.1 Approval of January 26, 2023 meeting minutes.

BCP23-14 Moved by Canning to adopt the minutes from January 26, 2023.

CARRIED

4.0 UNFINISHED BUSINESS

5.0 REPORTS

5.1 Community Social Assessment Overview

- Qualitative Data – current and immediate future reflection on what is good and what could change, not a 20-year timeline
- Setting expectations/education in qualitative data gathering is important – i.e. ensuring folks understand the reason for the town’s existence – visitor service centre
- Goals and tactics borne from community social assessment service
- Timeline for social assessment
 - Q1 – phase 1 planning
 - Q2 – data collection
 - Q3 – categorize/code/themes and check-in
 - Q4 – report writing
- Themes and preliminary themes can be shared from social assessment to steering committee as things arise
- Interested in including longer term vision questions into FCSS social assessment
- Could plug themes with FCSS to consider and keep an eye out if those themes are actually showing up – initial “soft” validation of steering committee direction
- On the second social assessment Q3 check-in, can FCSS field questions that have arisen from SC
- Strengths and weaknesses of 2007 Community Plan
 - Be specific and clear at a strategic and visionary level
 - Community social assessment is not mandated, as an example, one could mandate the social assessment process as a tactic for community wellbeing
 - Indicators – be clear and strategic
 - Master plans are a tactic for tackling specific topics (transportation master plan, tourism master plan) – community plan could acknowledge (or critique) and support these existing processes
 - 2010 Community Plan descended into tactics prior to master plans occupying this space, 2023 Community Plan can rise above (policy wise and strategically)
 - Steering committee can be strategic in thinking about how community plan can speak to and be leveraged to other levels of government, organizations, etc. with resources or doing complementary work

5.2 Community Plan Scope of Work Update

- Connect different documents to “topics you need to talk about anyways” – federal and provincial requirements for the community plan. Book reports could reflect back on these conversations we need to have anyways, and highlight topics that *aren’t* identified that we might need to talk about – bucket diagram
- Book reports: values, themes, issues, missing information - should be highlighted to group in presentations

6.0 CORRESPONDENCE

7.0 NEW BUSINESS

8.0 INQUIRIES

9.0 DATE OF NEXT MEETING(s)/ADJOURNMENT

BCP23-15 Moved by Bogdane to adjourn at 12:43 PM

CARRIED