

TECK COAL ELK VALLEY COMMUNITIES OF INTEREST INITIATIVE	
FACILITATED STEERING COMMITTEE MEETING	
Version: Final	Issue Date: August 30, 2012

Minutes of Meeting		
Location: College of the Rockies – Fernie Rm 115	Date: July 31, 2012	Time: 8:30 am-noon
Purpose: First Steering Committee Meeting / Strategic Direction		
Attendees: See attached		

Meeting commenced at 8:30 am

Members were welcomed by Bob Johnstone on behalf of Chair Halko, who was expected to be a few minutes late. Attendees were asked to introduce themselves and tell which Community of Interest each represented.

Bob Johnstone reviewed the agenda with the attendees. There were no changes or additions.

Discussion – July 31, 2012

Terms of Reference (ToR)

The Steering Committee (SC) reviewed the negative feedback and questions that were provided by the Advisory Panel (AP) members at the June 13, 2012 meeting regarding the Terms of Reference as written.

Feedback: AP does not mention representation for environmental interests.

SC Response: Both the AP and the SC have representation from environmental interests. The NGO's Wildsight and Elk River Alliance are both represented on AP and the SC.

Feedback: Is one meeting per year adequate for continuous feedback?

SC Response: Will change ToR to state the AP will meet twice per year.

Feedback: Vague! Accountable to what?

SC Response: SC members did not understand the comment/question.

Feedback: Will the Steering Committee meet in four different communities yearly? Unclear if meetings are quarterly or once per year as identified with the Advisory Panel.

SC Response: The ToR indicates the Steering Committee will meet quarterly. Meeting in each of Elkford, Sparwood, Fernie, and Crowsnest Pass will offer good opportunities to invite guests from each community to dialogue with the Committee. As above, the Advisory Panel will meet twice per year based on feedback provided and will be held in different communities each time.

Feedback: Why are recreational users represented by motorized?

SC Response: Fernie Rod and Gun rep was invited but unable to attend. Any recreational users are welcome to become part of the Advisory Panel. Current panel members are encouraged to invite other interested parties. Invitations will continue to be sent to those who have not yet participated.

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Feedback: How are report card ratings defined? What are we striving for specifically?

SC Response: Sharon Strom will produce a summarized/simplified version of TSM for the SC to review. Once accepted as clear and concise, it will be forwarded to AP for discussion at the next AP meeting at which an in-service will be held for TSM report card understanding.

Feedback: Should the Vision include Teck being informed of COI goals and aspirations.

SC Response: This is incorporated in the third bullet under goals: *Teck operations are responsive to communities of interest views.*

Feedback: What might the task forces be focused on?

SC Response: To be determined at this first SC meeting.

Feedback: Is this group satisfied with the Vision and Mission?

SC Response: Judging from the AP feedback and responses from SC members at this first meeting, yes.

The SC then nominated and elected Mike Mertz to be its Vice Chair to fulfill the guidelines of the committee as referenced in the ToR.

The roles of the SC were discussed and it was determined:

- bullet 1 will occur on a continual basis
- bullets 2 and 3 will be initiated during this meeting
- bullet 4 will begin to happen upon formation of Task Forces(TF) following this meeting
- bullet 5 refers to both the AP and our communities/general public and will begin to occur once TFs have begun meeting
- bullet 6 will be managed by the Teck Rep/Secretary of the SC

Action Items	Who	When
Create a simplified, concise, clear version of TSM and its reporting system	Sharon	By end Aug

Foundation Statements

The committee had a brief discussion regarding the Foundation Statements as currently written. It was unanimously decided that they will remain as is for this first year and possible revisions noted throughout the year for consideration next year.

Issue Identification

The SC broke off into groups to review what the AP considered to be weaknesses and potential issues from the June 13, 2012 meeting. The weaknesses/issues were assessed regarding how they may affect the Goals of the Initiative. The group came together as a whole and reviewed the findings and sought common threads. This led to the discussion on strategic direction during which two key objectives were outlined, strategies to achieve the objectives were determined and the needs for task forces decided upon.

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Strategic Direction for 2012/2013

Objectives

- Enhance awareness of TSM in the communities of interest
- Establish baseline data on the Goals of the Initiative

Strategies

- Develop and implement a communication plan to enhance awareness of TSM
- Gather and analyze data on the current status of the Goals of the Initiative

Task Forces Required

- One to assist in the planning and implementation of a means of gathering and analyzing data on current status of Goals of the Initiative to form a baseline
- One to develop and implement a communication plan to enhance awareness of TSM

Action Items	Who	When
Distribute summary of TSM to AP	Sharon	Early Sept
Distribute minutes of July 31 st meeting to AP	Sharon	Early Sept
Distribute revised ToR which include Strategic Direction for 2012/2013	Sharon	Early Sept
Invite AP members to submit their interest to sit on either of the task forces	Sharon	Early Sept

Next Steps

The next step will be to complete the action items and set a deadline for submitting interest in TFs. Dates will be determined for the Task Forces' first meetings as well as the next SC meeting and AP meeting. The SC suggested that:

- AP meetings be held in June and November annually and be scheduled for a half day if possible.
- The November 2012 AP meeting should be in Fernie and should provide an update from the SC and TFs on the strategic plans and include an in-service on TSM.
- The June 2013 AP meeting should be at St. Eugene's Mission and should include a cultural presentation from representative of the Ktunaxa First Nations.
- SC meetings should be held in April, July, October and January each year and be scheduled for a half day if possible. The October 2012 meeting should take place in the Crowsnest Pass (CNP) and individuals from the community should be invited to have a dialogue with the SC.
- TF meetings will be determined by the member on the TF.

It was noted that AP members should be encouraged to proactively invite/refer Communities of Interest to be part of the panel.

Action Items	Who	When
Send email to AP outlining TFs and inviting a show of interest by specific date	Sharon	Early Sept
Determine potential dates for next meetings as above	Sharon	Mid Sept
Secure venue for SC meeting in October in the CNP and consider speakers	Mike	Mid Sept
Complete unfinished action items for last AP meeting minutes	Sharon	asap

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Closing Remarks

In closing, Bob Johnstone expressed his appreciation to the attendees for their participation and input. He then asked around the table for feedback assessing the session. Members expressed they have a much better understanding and comfort level regarding the direction the initiative is taking. The session was assessed as effective and beneficial.

Meeting ended at noon.

TECK COAL ELK VALLEY COMMUNITIES OF INTEREST STEERING COMMITTEE**JULY 31, 2012 ATTENDANCE LIST**

Name	Representing	Phone #1	Phone #2
Anonson, Terry	Metis Nation BC	250-910-0673	250-865-2401
Craig, Lorne	Community Safety - RCMP		
Galloway, Gordon	Motorized Recreation	250-865-2674	
Halko, Mayor Lois	District of Sparwood	250-425-7256	250-425-6271
Howse, Simon	Business-Parastone & CHBA	250-423-8674	250-423-4136
Johnstone, Bob	Meeting Facilitator	250-417-	
Mercereau, Bunny	Senior Society	250-425-7009	250-425-5851
Mercier, Shirley	Interior Health	250-423-8250	250-423-1742
Mertz, Michael	Social - Prov of Alberta	403-562-3241	403-563-0674
Regular, Keith	Education - ESS	250-865-4674	250-865-2035
Strom, Sharon	Teck Community Affairs	250-425-3343	250-433-1096

Unable to attend:

Name	Representing	Phone #1	Phone #2
Walker, Lee-Anne	Elk River Alliance	250-423-3322	250-423-1682
Wedderburn, Shelley	Michel Creek Residents	250-425-6642	250-425-3761
Voysey, Ben	Youth - FSS	250-423-4883	250-278-0725