



Teck Coal Limited
 Sparwood Administration Office
 P.O. Box 1777 609 Douglas Fir Road +1 250 425 8096 Tel
 Sparwood, B.C. Canada V0B 2G0 www.teck.com

Meeting Minutes

Meeting Name: Elkford Community Effects and Advisory Committee
Date: July 15, 2019
Time: 6:00 – 8:00M
Location: Elkford Community Conference Centre & Elk Valley Lodge
Next Meeting: August 19, 2019 – 6:00-8:00PM

Attendees:

Name	Affiliation
Nic Milligan Destiny Allen-Green Robert Rowe	Teck
Lori Lemke Kathryn Kitt Michele Schalekamp Chelan Barnes Kevin Atherton Loriann Hucik Claire Kitt -----Visitors----- Mark Spittael – Race Trac Gas Mike Huang – Elkford Motor Inn Yong Park – Elkford Mini Mart Mark Pitcher – Kootenay Market	Community of Elkford
Shawna Bryant	Elkford Chamber of Commerce
Leala Tomlinson	Interior Health Authority
Marc Marion John Leitao Sylvia Johnson	ATCO
Duncan McDonald Leonard Gostick Duane Allen Jesse Huisman Terry Melcer	District of Elkford

Agenda:

Time	Item
5 Minutes	Introduction & Safety Message
10 Minutes	Review of June 4 th Minutes
20 Minutes	New Business <ul style="list-style-type: none"> • Public Participation <ul style="list-style-type: none"> ○ Open House date • Feedback Review • Resource Review (i.e. Communities of Interest webpage, SharePoint, Trackline) • Approve Committee Terms of Reference
25 Minutes	Indicator Review and Determination
55 Minutes	Elk Valley Lodge Tour and Dinner
5 Minutes	Next Meeting: TBD

Action Items:

Item	Responsibility	Timing
Invite a contractor to participate on the committee	Nic/Robert/Ryan	Outstanding
Bring Lodge feedback to the committee for review	Nic/ DOE	Next meeting (recurring)
Provide update on: <ul style="list-style-type: none"> • # of workers at the lodge and # of them working specifically on FRO AWTP • # of residence requests from non-project related workers 	ATCO	Next meeting (recurring)
Develop SharePoint site linked to the COI webpage	Nic/Destiny	Next meeting
Teck to respond to the letter received from Elkford business owners.	Nic	Prior to July 29 th
Report to the committee on how Elkford business owner concerns have been addressed.	Nic	Next meeting
Circulate final committee Terms of Reference.	Destiny	Prior to next meeting
Amend the indicator list to include more health care related indicators and recirculate.	Nic/Destiny	Prior to next meeting
Draft letters to Elkford organizations and businesses.	Nic/Destiny/ Shawna/Kathryn	Prior to next meeting
Provide a list of all the approved projects that qualify workers to stay at the Lodge.	Nic	Next meeting

Summary of Discussion:

Meeting Minutes

Safety Share – Wildlife Interactions

Be vigilant when out walking trails and around town for potential wildlife encounters. Be especially aware when walking with pets.

Review of June 4th Meeting Minutes & Terms of Reference

Action items coming out of the June 4th committee meeting were reviewed.

- The previous action item to 'invite a contractor to participate on the committee' remains outstanding as the workforce staying at the Lodge has not yet stabilized.
- Nic provided a description of the TrackLine system explaining how it is used to track and manage community feedback. He also provided an overview of a report generated by the system as an example. There is currently an engagement file dedicated to feedback received by way of Teck's feedback mechanism in regards to the Elk Valley Lodge.

Decision: Committee Terms of Reference were officially accepted by the committee.

- Kevin Atherton moved for the committee to accept the draft committee ToR. The motion was seconded by Nic Milligan and was carried unanimously.

Decision: June 4th meeting minutes were accepted by the committee.

New Business

Public Participation:

- Open House Date:
 - The committee discussed the most appropriate date and time for an open house to be hosted at the Elk Valley Lodge.
 - The Lodge is flexible with timing as there are only a few outstanding items left to be completed on the grounds (parking lot, landscaping, and fencing).
 - Dates in August (primarily Saturdays and Sundays) were considered and rejected due to people vacationing and thus unavailable to attend.
 - An idea came forward to send around a small information pamphlet about the Lodge that also invites community members to attend the Open House.
 - Decision: The Open House will be held on Saturday September 14 in the afternoon with the hopes that a large portion of the community will be able to attend and will have developed questions based on experienced impacts since the Lodge opened.

Feedback Review:

- No feedback has come in by way of Teck's feedback mechanism.
- A letter expressing the concerns of local business owners was sent to Teck and discussed by the committee; a number of business owners were present at the meeting. The letter follows:

Teck Coal Limited – Sparwood
P.O. Box 1777
Sparwood, B.C
General Office Attn. Management

May 29, 2019

Cc Mr. Dean McKerracher, Major of Elkford

Dear Sir, Madam,

We, as your community partners, are writing this letter to you jointly as we have increasing concerns about the operation of the camp located at the entrance of Elkford.

Prior to the construction of this camp Teck Coal made a commitment that the operation of this camp would not compete with the local businesses and would rather bring opportunities that would benefit our little town.

Today, however, we see that this commitment has not been met. Firstly, the introduction of the camp has brought more stress on an already exhausted labour supply. Secondly, a convenience store has been opened which directly competes with the existing stores and thirdly, lunch kits are made available to all Teck contractors.

We would like to see your commitment fulfilled and re-establish our partnership in a fair way that is in line with your goals and community vision.

We therefore ask you to:

- Prioritize external hiring to supply further camp personnel
- Close down the convenience store located in the camp
- Put a procedure in place so that food services are only made available to camp residents, which are only those contractors that are directly involved in the construction of the water treatment plants.

We hope that you recognize our concerns and that you will be able to resolve them.

We look forward to continue to provide our services to you, your employees, your contractors and the community.

Regards,

Andy Kim – Chauncey Ridge Food Mart
Ahmed Elmaddah – Elkford Drug Store
Soo Park – Elkford Mini Mart
Mark Pitcher – Kootenay Market

Mark Spittael – Race Trac Gas
Shonny – Emi's
Michelle and Don – Kapp's Pizza
Mike – Elkford Motor Inn

- Teck was not prepared to speak to the concerns, as it was a last minute addition to the meeting agenda. Teck will however be responding to the letter in written form and will be available and willing to meet with the concerned business owners to discuss the matter further.
- Teck will respond directly to the business owners in regards to their concerns within two weeks (prior to July 29).
- Teck will report to the committee on the outcome of said interactions.
- Elkford business owner perspective was shared:
 - There is concern that exceptions for who can stay at the Lodge, i.e. non AWTF workers, are being made despite having been told this would not be the case at Teck's community meetings prior to the Lodge's construction.
 - There is concern that the full benefit of the 'good years' for the coal industry are not being seen by business owners.

Resource Review (i.e. Communities of Interest webpage, SharePoint, Trackline):

- Communities of Interest webpage was circulated in the June 4 meeting minutes.
- Trackline is being utilized by Teck to track Lodge feedback received by way of their feedback mechanism.
 - 1.855.806.6854
 - feedbackteckcoal@teck.com
- A SharePoint website is being developed by Teck and a subcommittee focused on the webpage was formed; members include Kevin, Loriann and Michele.

Approve Committee Terms of Reference:

- Decision: The draft committee Terms of Reference were approved by the committee and a final version will be circulated.

Indicator Review and Determination

A brief overview of the committee's indicator review discussion from the June 4th meeting was provided in which general challenges with selecting significant and trackable indicators was presented.

An action item coming out of the June 4th meeting was that Teck was to revise the original long list of indicator down to those that can be easily tracked.

The committee discussed the addition of some health care related indicators to the newly revised list, which Leala can, and is willing to track and report on for the committee.

Teck will amend the current indicator list to include more health care related indicators and recirculate.

Challenges with indicator selection were further discussed. The importance of collecting subjective data to gauge community perspectives and perceptions in addition to the more easily trackable indicators was proposed.

The committee discussed whether invitations should be extended to business owners to contribute to the indicator determination process. In said conversation, concerns were raised about trying to define an exact list of indicators and thus belaboring the indicator determination conversation rather than taking a more fluid approach.

Decision: Two letters will be drafted, one to Elkford organizations and the other to Elkford business owners providing a bit of an introduction to the Lodge and inviting them to provide input on their expectations, experiences, and perspectives related to the Lodge to inform the indicator discussion for the committee to consider. Teck and the Chamber will collaborate on the development of these letters.

The desire for more indicators under the recreation category (e.g. number of swimming pool users etc.) was expressed despite the fact that Lodge residents may not be distinguishable from other community members.

Decision: The indicators will be a living document informed by feedback received from the community, organizations, and businesses.

The committee discussed the fact that it will be the responsibility of community organizations and business to pull together their data to provide in support of concerns or perceived impacts felt in response to the letters that will be sent from Teck and the Chamber, rather than the responsibility of the committee.

Discussion of Community Engagement Opportunities

The idea of putting together some sort of information flyer summarizing feedback received on the Lodge to give to the community to keep them informed was discussed.

The suggestion was made that at the end of seasons the committee should do check-ins with businesses and organizations to get a sense of how they are feeling about the impact of the Lodge. It would be the committee's responsibility to reach out to the various groups and the feedback could be used to help inform community perception. The groups should be approached in advance of the season so they know what to look for in order to provide information and feedback.

Miscellaneous

Teck will provide a list of all the approved projects that qualify workers to stay at the Lodge.

Committee Feedback:

- The site is looking better everyday
- There has been good uptake of the golf course from Lodge residents

Summary of Decisions

- Committee Terms of Reference were officially accepted by the committee.
- June 4th meeting minutes were accepted by the committee.
- The Elk Valley Lodge will host a community Open House on Saturday, September 14 2019.
- Two letters will be drafted, one to Elkford organizations and the other to Elkford business owners providing an introduction to the Lodge and inviting them to provide input on their expectations, experiences, and perspectives.
- The indicators will be a living document informed by feedback received from the community, organizations, and businesses.

Next Meeting:

- Monday August 19, 2019
- 6:00PM - 8:00PM
- Elkford Community Centre