

**MINUTES**  
**COAL HARBOUR LOCAL COMMUNITY COMMISSION (CHLCC)**  
**INAUGURAL MEETING OF JANUARY 9, 2019 AT 2:30PM**  
**RDMW OFFICE, 2044 MCNEILL ROAD, PORT MCNEILL, BC**

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**PRESENT:** Commissioners Andrew Dennison, Ann Hory, Raymond Patriquin & Stephanie Puleo

**STAFF:** Greg Fletcher - Administrator; Jeff Long - Manager of Planning & Development Services; Patrick Donaghy - Manager of Operations; Pat English - Manager of Economic Development

**PUBLIC:** None

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**A. CALL TO ORDER**

Acting Chair Jeff Long called the meeting to order at 2:39 p.m.

**B. ELECTION OF CHAIR, VICE CHAIR AND SECRETARY POSITIONS**

1. Nominations for and Appointment of Chair of the CHLCC:

The Acting Chair explained the role of the Chair and then called for nominations for the position of Chair. Ann Hory was nominated and she accepted her nomination for the position of Chair. After two more calls for nomination of the position of Chair and hearing none, the Acting Chair declared Ann Hory elected by acclamation as Chair of the CHLCC for 2019.

2. Nominations for and Appointment of Vice Chair of the CHLCC:

The Acting Chair explained that the Vice Chair would preside at meetings when the Chair is absent and then called for nominations for the position of Vice Chair. Raymond Patriquin was nominated and he accepted his nomination for the position of Vice Chair. After two more calls for nomination of the position of Vice Chair and hearing none, the Acting Chair declared Raymond Patriquin elected by acclamation as Vice Chair of the CHLCC.

3. Nominations for and Appointment of Secretary of the CHLCC:

The Acting Chair explained the role of the Secretary and then called for nominations for the position of Secretary. Stephanie Dennison was nominated and she accepted her nomination for the position of Secretary. After two more calls for nomination of the position of Secretary and hearing none, the Acting Chair declared Stephanie Dennison elected by acclamation as Secretary of the CHLCC.

At this point, Acting Chair Jeff Long stepped down and Chair Anne Hory presided over the meeting.

**C. APPROVAL OF AGENDA**

1. Agenda for the January 9, 2019 CHLCC meeting.

*Moved/Seconded/Carried*

*THAT the January 9, 2019 CHLCC agenda be approved with the following amendment: The items included in sections F2 and F3 are switched such that the*

*Hornsby Crawler Display Pavilion Update presented by Pat English is now section F2, and the 2019 Budget Review by Patrick Donaghy is section F3.*

**D. ADOPTION OF MINUTES**

1. Minutes of the CHLCC meeting held October 10, 2018.

*Moved/Seconded/Carried*

*That the minutes of the CHLCC meeting held on October 10, 2018 be adopted.*

**E. BUSINESS ARISING FROM THE MINUTES - None**

**F. NEW BUSINESS**

1. Overview Discussion: Role and Responsibilities of Coal Harbour Local Community Commission – Jeff Long, Deputy Chief Administrative Officer / Manager of Planning & Development Services

Mr. Long provided an overview of matters contained in Bylaw No. 219 (LCC Establishment) and Bylaw No. 948 (Advisory Planning Commissions) which govern the role and responsibilities of the CHLCC, as well as the RDMWs Procedure Bylaw No. 875 which governs the conduct of meetings. He advised that the CHLCC's primary role is to provide input on matters which are referred to it in relation to the services that the RDMW provides to the community, as well as items related to land use planning and development. There was general discussion about these matters.

2. Hornsby Crawler Display Pavilion Update – Pat English, Manager of Operations

Mr. English provided an overview of the project and a status update. He discussed the plan to apply to ICET for a grant to include an interpretive display as part of the project and requested a letter of support from the CHLCC in this regard:

*Moved/Seconded/Carried*

*That the Coal Harbour Local Community Commission provide a letter of support to the RDMW Manager of Economic Development in relation to the application to be submitted by the RDMW to the Island Coastal Economic Trust, to request funding in relation to an interpretive display for the Hornsby Crawler Pavilion.*

The idea of moving the whale bones from their current location in the private airplane hanger was also discussed.

3. 2019 Budget Review for Fire Protection, Sewer, Solid Waste, Street Lighting and Water Services – Patrick Donaghy, Manager of Operations

Mr. Donaghy provided an overview of each of the services that he oversees in relation to Coal Harbour as follows:

Sewage Treatment Collection and Treatment: Mr. Donaghy described the infrastructure associated with the service and the details of the recent upgrades that were undertaken in order to resolve water infiltration issues. This problem has necessitated that a moratorium be put into effect to prevent the subdivision of property until the issue is resolved. Now that the works have been completed to resolve the infiltration issue, Mr. Donaghy advised that the moratorium is no longer necessary.

CHLCC-2019-02  
OCT 10, 2018  
MINUTES  
APPROVED

CHLCC-2019-03  
PROVIDE LETTER  
OF SUPPORT RE:  
PAVILLON

Mr. Donaghy described operational matters in relation to the service and the fact that the sanitary sewer service is also provided to the Quatsino First Nation community located just outside of Coal Harbour. He reviewed budgeting matters associated with operations of the service and advised that given the recent upgrades that were undertaken to resolve the infiltration issue, it is necessary to increase the 2019 operational budget in relation to the Coal Harbour sewer system by 20% (\$10k). Mr. Donaghy advised that this is a one-time increase and requested a resolution by the CHLCC in support of the increase.

*Moved/Seconded/Carried*

CHLCC-2019-04  
2019 SEWER  
OPERATING  
BUDGET

*That the 2019 operating budget for the Coal Harbour Sewage Treatment and Collection System Service be increased by 20% in response to increased costs associated with recent upgrades to the system.*

Mr. Donaghy offered to provide a tour of the facilities if the CHLCC was interested in doing so.

Water Treatment and Distribution System: Mr. Donaghy provided an overview of the system and explained the recent PLC upgrade project that was undertaken. He advised there is no anticipated increase to the 2019 operating budget for the water treatment and distribution system.

*Moved/Seconded/Carried*

CHLCC-2019-05  
2019 WATER  
OPERATING  
BUDGET

*THAT the 2019 operating budget for the Coal Harbour Water Treatment and Distribution System Service not be increased any more than the standard inflationary amount.*

Street Lighting Service: Mr. Donaghy explained that this service relates to the consumption of electricity only as BC Hydro owns the actual infrastructure (street lights/poles) which it maintains. He explained that the cost of electricity has been increased by 3% for 2019 and that it will be necessary to increase the operational budget for this service by 2.88%.

*Moved/Seconded/Carried*

CHLCC-2019-06  
2019 STREET  
LIGHTING  
OPERATING  
BUDGET

*THAT the 2019 operating budget for the Street Lighting Service be increased by 2.88% which corresponds with BC Hydro's increased electricity costs.*

Solid Waste Collection Service: Mr. Donaghy provided an overview of the door-to-door solid waste and recycling pickup service which is administered by the RDMW and undertaken by Fox Disposal, and advised that no increase in cost is expected for 2019.

*Moved/Seconded/Carried*

CHLCC-2019-07  
2019 SOLID  
WASTE  
COLLECTION  
OPERATING  
BUDGET

*THAT the 2019 operating budget for the Solid Waste Collection Service not be increased any more than the standard inflationary amount.*

While unrelated to the collection service, Mr. Donaghy also provided an overview of the waste service provided by the RDMW in relation to the 7 Mile Landfill & Recycling Facility on Highway 19. He advised that this is a region wide service which is paid for by the requisition of property taxes.

Fire Protection Service: Mr. Donaghy and Director Hory provided an overview of the fire protection service and advised that it is not anticipated that an increase is required for the 2019 operational budget. They explained the relationship the service has with the Quatsino First Nation.

CHLCC-2019-08  
2019 FIRE  
PROTECTION  
OPERATING  
BUDGET

*Moved/Seconded/Carried*

*THAT the 2019 operating budget for the Fire Protection Service not be increased any more than the standard inflationary amount.*

A general discussion regarding other services the RDMW provides was undertaken at this point including such things as Planning & Development, 911, Economic Development, etc. There was also a discussion about the gas tax system and how it works.

4. Coal Harbour High Speed Internet Opportunity – Greg Fletcher, Chief Administrative Officer

Mr. Fletcher spoke about the historical long term and ongoing effort by the RDMW to increase high speed internet service to Coal Harbour. While TELUS Communications did extend its fibre optic line to the North Island as part of its obligatory requirements to increase services in rural areas, it previously had no plans to undertake secondary and tertiary extensions into the communities so that customers could be provided with fibre optic services. Efforts by the RDMW to encourage TELUS Communications to extend fibre optic services into North Island communities from its main fibre optic line have been successful, but customers in smaller communities such as Alert Bay, Coal Harbour, Port Alice, Sointula and Woss have yet to be connected to the high speed fibre optic service.

Mr. Fletcher advised that there is an opportunity to partner with TELUS Communications to extend the fibre optic line and corresponding “last mile” internet service to Coal Harbour customers at an approximate cost of \$75K. Half of this cost could come from gas tax funds while the remaining 50% would have to come from other sources which staff are currently investigating.

**F. NEXT MEETING DATE:**

6:00pm on February 13, 2019 at Coal Harbour Fire Hall, 361 Albert Hole Road. The time of this meeting may have to be changed and is to be confirmed by the Chair.

**G. ADJOURNMENT**

CHLCC-2019-09  
ADJOURNMENT

*Moved*

THAT the meeting be adjourned.

Time: 5:40 p.m.

CORRECT

APPROVED

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SECRETARY: Stephanie Puleo

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CHAIR: Ann Hory