



**TO** Sophia Granchinho – NIRB  
Karen Kharatyan – NWB

**DATE** June 22, 2017

**FROM** Agnico Eagle

**CC** Indigenous and Northern Affairs Canada

**COMMITMENT 28 – PROCEDURE AND INFORMATION ON COMMUNITY LIAISON COMMITTEE FOR WHALE TAIL PIT**

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**1.0 INTRODUCTION**

During the technical meeting, held in Baker Lake, Nunavut on April 28-29, 2017 the following commitment was made (Commitment 28): AEM committed to provide procedure and information on community liaison committee, their selection process and AEM's justification on how this committee represents wider community perspective, prior to final hearing.

**2.0 OVERVIEW OF THE CLC**

The Community Liaison Committee (CLC) is a formalized way for Agnico Eagle Mines Limited (Agnico Eagle) to foster communication and engage with a diverse range of local community stakeholder groups in Baker Lake. It is aligned with the Agnico Eagle's Sustainable Development Policy provided in Appendix A, as well as fulfilling our commitment to a "Formal and documented COI engagement and dialogue system" as part of the pledge to implementing all elements of the Towards Sustainable Mining (TSM) initiative protocol of the Mining Association of Canada.

The CLC for Meadowbank Mine is ongoing since 2011. According to internal guidance in the CLC Manual provided in Appendix B, the meetings take place at minimum twice annually, with at least one of the meetings being held at the mine site or a visit offered to members of the Committee. Meetings are held throughout the project life-cycle. Agnico Eagle representatives are at minimum the Mine's General manager or Assistant General manager, a Human Resources manager, an Environment manager and a Community Relations manager or equivalent. Non-Agnico Eagle representing stakeholder groups are outlined in the internal guidance, and include hamlet, hunters and trappers, health, education, youth and elders. For the representatives of the organized groups, the participants are selected by the organization they represent, and for non-organized groups (general public groups), a call for nominations are done through the local paper and selected at a pre-meeting by the whole committee. For more details, please see Appendix B, as well as the CLC's Terms of Reference provided in Appendix C.

**3.0 CLC AND HOW IT REPRESENTS COMMUNITY PERSPECTIVE**

The CLC is an essential tool for Agnico Eagle to effectively engage with its stakeholders through a two-way dialogue, and allow a forum for consultation about the project through all phases. This consultation provides information to Agnico Eagle to properly assess its community relation risk associated with the project; receive and act on complaints, concerns and information requests; build and understand best practices; communicate internal policies and procedures; and collaborate on projects important to the community.



The representation in the committee is meant to provide a range of perspectives and ideas as representatives of organized stakeholder groups are also community members. The importance of the work that the committee does is demonstrated by the Mine Manager's compulsory membership in the Committee, thereby allowing a direct line of communication to the highest management at the project site.

The CLC is an effective means of consultation with a diverse group of stakeholders and is complimentary to a range of other specific consultation activities that Agnico undertakes such regular meetings with the Baker Lake Hunters and Trappers Organization, the Kivalliq Inuit Association, as well as partnership agreements with Kivalliq hamlets, including Baker Lake.



# **APPENDIX A**

**Agnico Eagle's Sustainable Development Policy**







# Sustainable Development Policy



## Our Commitment

At the core of our Policy we are committed to creating value for our shareholders while operating in a safe, socially and environmentally responsible manner, contributing to the prosperity of our employees, their families and the communities and respecting human rights culture, custom and values of those impacted by our activities. This has translated into the fundamental values of our Sustainable Development Policy: operate safely and maintain a healthy workplace, protect the environment, and treat our employees and communities with respect.

**James D. Nasso**  
Chairman  
July 2016

**Sean Boyd**  
President & CEO  
July 2016

### This means we commit to:

- Promote leadership, personal commitment and accountability to these principles from all employees and contractors, both on and off the job;
- Assess potential impacts and risks associated with our activities throughout the life cycle of our projects or operations, including impacts of purchasing or acquisition decisions on the basis of our sustainability values;
- Ensure sufficient resources are allocated to implement and manage these commitments;
- Design and operate our facilities to ensure that effective controls and technologies are in place to minimize and mitigate the identified risks;
- Evaluate, control, eliminate or minimize risks through the implementation of a Responsible Mining Management System;
- Measure and verify regularly our performance;
- Strive for continuous improvement by setting targets, measuring results against those targets and recognizing and rewarding performance;
- Comply in full with our internal policies, Code of Business Conduct and Ethics, with the laws and regulations in each country in which we operate as well as other industry standards to which the company subscribes;
- Uphold fundamental human rights as defined in the United Nations Universal Declaration of Human Rights;
- Implement emergency and crisis response plans to eliminate or minimize and mitigate the impacts of unforeseen events;
- Build a relationship with our stakeholders based on trust through open and transparent communication and full disclosure of payments to all levels of government;
- Provide appropriate planning and supervision to ensure that our policies, procedures and Responsible Mining Management System are implemented by all.

### Respect for OUR EMPLOYEES



We aim to maintain a safe and healthy workplace that is based on mutual respect, fairness and integrity. To achieve this, we:

- Ensure that no discriminatory conduct is tolerated in the workplace;
- Provide a fair and non-discriminatory employee grievance system;
- Value diversity and treat all employees and contractors fairly, providing equal opportunity at all levels of the organization without bias;
- Employ and promote employees on the basis of merit;

- Provide fair and competitive compensation;
- Enforce a drug and alcohol free workplace;
- Maintain the confidentiality of collected personal and private information about employees;
- Recognize the right of employees to freedom of association;
- Provide appropriate training and development opportunities;
- Consult, communicate and provide appropriate support to employees during their association with Agnico Eagle;

### Respect for OUR ENVIRONMENT



We aim to eliminate, minimize and mitigate the impacts of our operations on the environment and maintain its viability and its diversity. To achieve this, we:

- Minimize the generation of waste and ensure its proper disposal;
- Minimize all risks associated with managing tailings and water;
- Manage waste rock and overburden to ensure environmental protection;

- Implement measures to conserve natural resources such as energy and water;
- Implement measures to reduce emissions to air, water and land, and to minimize our footprint;
- Implement measures to reduce our greenhouse gas emissions and address climate change;
- Integrate biodiversity conservation and land use planning considerations through all stages of business and production activities;
- Rehabilitate sites to ensure physical and chemical stability and in consultation with the communities in a timely manner.

### Operate a SAFE AND HEALTHY WORKPLACE



We believe that all loss due to accidents/incidents is preventable. We aim to operate a safe and healthy work place that is injury and fatality free. We believe that if we all work together, we can achieve zero accidents in the work place and enhance the well-being of employees, contractors and communities. To achieve this, we:

- Use sound engineering principles in the design and operation of our facilities;
- Promote overall health and wellness and establish programs to protect them;

- Provide appropriate training for all employees, at all levels of exploration, development, construction, and operations;
- Identify, prevent, eliminate or mitigate the risks to health, safety and industrial hygiene;
- Maintain occupational health and industrial hygiene programs;
- Provide appropriate tools to carry out the work safely and efficiently;
- Maintain a high degree of emergency preparedness to effectively respond to emergencies.

### Respect for OUR COMMUNITY



We aim to contribute to the social and economic development of sustainable communities associated with our operations. To achieve this, we:

- Provide a confidential complaint reporting mechanism to report unethical, illegal or irresponsible behaviour;
- Ensure that no child labour and any form of forced and compulsory labour are permitted in the workplace;

- Foster an open, transparent and respectful dialogue with all communities of interest and ensure that activities on private lands and indigenous lands are performed with the free prior informed consent of the land owners;
- Support local communities and their sustainability through measures such as development programs, locally sourcing of goods and services and employing local people;
- Provide assurance that our operations will not support, benefit or contribute to unlawful armed conflict, serious human rights abuses, or breaches of international humanitarian law.






## **APPENDIX B**

**AEM\_RMMS Community Liaison Committee Manual**

 <b>AGNICO EAGLE</b>	<b>Responsible Mining Management System</b>
	<b>System Guide</b>
	<b>AEM-RMMS-GU-Community Liaison Committee</b>


## **GUIDE FOR THE DEVELOPMENT OF A COMMUNITY LIAISON COMMITTEE**

	<b>Responsible Mining Management System</b>
	<b>System Guide</b>
	<b>AEM-RMMS-GU-Community Liaison Committee</b>

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## 1.0 Introduction

A key pillar of AEM's Sustainable Development Policy is our commitment to contribute to the social and economic development of sustainable communities associated with our operations. An important part of this commitment is to:

*"Foster an open, transparent and respectful dialogue with all communities of interest..."*

As part of our commitment to socially responsible mining, AEM has pledged to implement all elements of the Toward Sustainable Mining (TSM) initiative of the Mining Association of Canada. As part of this action AEM has committed to implement the following:


*"Formal and documented COI engagement and dialogue systems are in place." (TSM CR2)*

Managing social risk is an integral part of maintaining a social license to operate. One of the components of managing social risk is effective stakeholder engagement, based on active participation and feedback from groups affected by the company's operations. A community liaison committee, as a way to participate in two way dialogue, is an essential piece of the engagement process. An effective community liaison committee will help us identify and implement solutions to shared challenges, and subsequently, mitigate risks to the Social License to Operate.

A site community liaison committee (CLC) is a locally-based, formalized way for a company to engage with local community members on topics related to the company's activities. This committee should be comprehensive, effective, and culturally appropriate and aim to help parties understand issues that jointly affect them.

A community liaison committee should be in place throughout the entire project life-cycle (see Figure 1), beginning with the planning phases and continuing through construction and operations. While the community liaison committee may evolve as the project moves through various phases, the dual goals of engagement, accountability to stakeholders and risk reduction remain constant.

This process is ideal in managing complaints as well as other types of stakeholder communications such as, concerns, info requests, meetings, and compliments.

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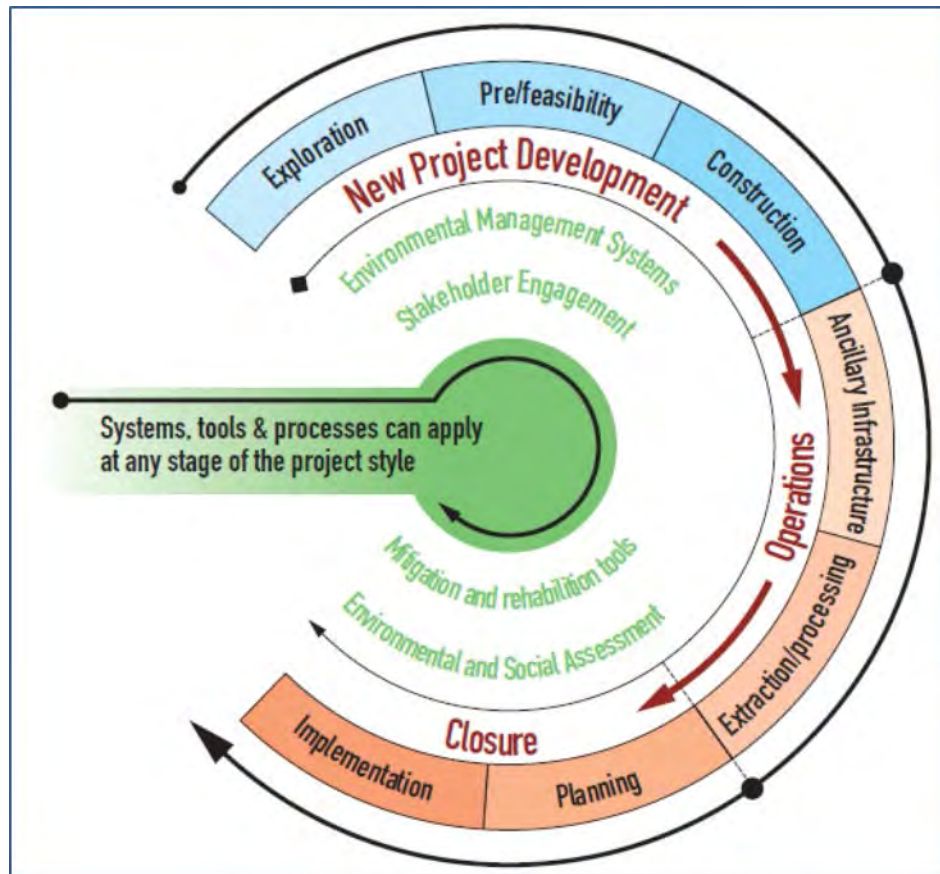



Figure 1 - Mining project life cycle



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## 2.0 Objectives of the development of a community liaison committee


The objective of the committee is to favour dialogue and exchange between AEM and its local stakeholders such that all parties gain a better understanding of the issues associated with mining activities and AEM is able to better understand concerns that may arise within the community.

In this context, the specific objectives of developing a community liaison committee at a site level are as follows:

- To ensure that stakeholders are kept informed of activities at the mine,
- To understand the issues and concerns of stakeholders in relation to AEM's projects and activities,
- To provide information in response to questions and propose actions that address some of the concerns,
- To promote a better coexistence between the mine and the community and reduce the potential for conflict.

AEM's overall role is to:


- **Facilitate and coordinate** the committee's workings as a mechanism for information exchange and dialogue.
- **Invite the participation of AEM's staff** from all different spheres of mining activities and interest.
- **Invite the participation of community stakeholders**, institutional stakeholders, as well as elected representatives and interested citizens to engage in an open and responsible dialogue.
- **Create a favorable climate** for dialogue and information exchange.
- **Be proactive** in the identification and resolution of issues.

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### 3.0 Definitions

Term	Definition
<b>Community Liaison Committee</b>	Committee constituted of AEM staff and local stakeholders, established to inform stakeholders on the activities at the mine and to consult them on specific projects or issues.
<b>Consultation</b>	Discussion between Agnico Eagle and an intended party about a proposed event, activity or process. Consultations provide a forum in which the interested parties can work together to balance community interests with business objectives.
<b>Engagement</b>	Any instance, outside of a regulatory consultation, in which the parties share information, make complaints or propose operational changes, share values, corporate updates or projects etc.
<b>Issues</b>	Subjects of concerns or complaints by members of the communities or community representatives.
<b>RMMS</b>	Agnico Eagle's Health, Safety, Environment and Social Acceptability system, the Responsible Mining Management System.
<b>Stakeholders</b>	<p>Individuals who;</p> <ul style="list-style-type: none"> <li>• Play a role, exert functions or hold responsibilities in the community, in the political arena or in the local business; and/or</li> <li>• Are representative of a particular segment of the population (ex : elders/retired people, youth, farmers, etc.) and/or</li> <li>• Have a particular link to AEM activities (ex: employees, immediate neighbours, etc.).</li> </ul>



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## 4.0 Identification of participants


In order to ensure effectiveness, a community liaison committee should be comprised of:

- A minimum of 4 participants from AEM:
  - ✓ Mine's General Manager (compulsory)
  - ✓ Manager Community Relations or equivalent (compulsory)
  - ✓ Manager Human Resources (compulsory)
  - ✓ Communication coordinator or equivalent (elective)
  - ✓ Manager HSE (compulsory)
  - ✓ Secretary (to record the meeting's minutes)
  - ✓ An AEM employee living in the community (selected after a posting with a 2 year mandate)
  - ✓ Ad-hoc invitee to talk about specific subject or issue

Except for the 'resident employee', the AEM participant(s) would be assigned to the committee by the General Manager.

- A minimum of 4 participants from the community, which could include:
  - ✓ Representative of the municipality in the location of the mine (nominated by the municipality)
  - ✓ Representative of the villages surrounding the mine
  - ✓ Representative of the local organization in contact with the mine, ie reindeer herders, cattle ranchers, or hunters and trappers (nominated by the organization)
  - ✓ Representative of the Chamber of Commerce or Tourism Association (nominated by the organization)
  - ✓ Representative of a Health Agency (nominated by the organization)
  - ✓ Representative of an Education Agency (nominated by the organization)
  - ✓ Representative of youth (call for membership in the local paper)
  - ✓ Representative of elderly (call for membership in the local paper)
  - ✓ Representative of women (call for membership in the local paper)

For representatives of the organized groups, a call for nomination would be sent by AEM to the organization they represent. For representatives of the general population (elderly, youth and women), a call for participation would be done in the local paper and the candidacies would be reviewed at a pre-meeting with the committee. The representatives of the general public would be nominated for a mandate of 2 years renewable.

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## 5.0 Establishing a meeting schedule

### Meeting schedule

- Minimum of 2x /year (May-Nov)
- The possibility of ad hoc meetings would be left open, with a protocol to call these meetings established by the committee. For example, they could be requested by any party and a minimum of 2 weeks' notice could be established.

The calendar would be discussed and approved at the first meeting of the committee.

## 6.0 Invitation to participate and mandate duration

A template of an invitation to participate is included in Appendix A.

The invitation would be prepared and sent by the mine's general manager.

The participant should be selected for two (2) years renewable mandate. In the event that the participant can no longer attend the meeting during his or her two (2) years term, he/she should notify the AEM contact who will initiate the search for a replacement.

## 7.0 Terms of reference for the committee


Once the composition of the committee is established, terms of reference for the committee should be written and distributed to all the participants prior to the first meeting. A template for the committee terms of reference is included in Appendix B.

## 8.0 Meeting agenda, time and duration of the meeting

The meeting agenda would be prepared by the designated AEM committee member and would be a mixture of permanent items and of items identified as important at the time. A template for a meeting agenda is included in Appendix C.

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In order to ensure that participation to the meeting does not interfere with the work of the participants, the meetings should be preferentially called in the evening or during the weekend if a site visit is included in the meeting agenda. The meeting duration will typically be of about 3 hours and could be longer if a site visit is included.

## 9.0 Meeting location and participants transportation to the meeting

A mutually convenient location for the meeting should be established. The meeting should be held at the mine at least once a year, to allow the participants to visit the mine installations or to see a specific feature or mine project. When the meeting is held at the mine site, transportation should be provided by AEM unless otherwise requested by the participant(s).


## 10.0 Meeting quorum

A meeting quorum should be established. It is suggested that the meeting be postponed if the number of participants from the community is less than four (4).

## 11.0 Meeting minutes

Minutes of meeting will be prepared by the designated AEM participant and sent to all participants for review and approval within two weeks of the meeting taking place. These minutes should include a list of actions agreed to at the meeting with an assigned responsibility for follow-up. A template for meeting minutes is included in Appendix D. The participants should be given a period of two weeks to review the minutes. The final minutes should be issued within six (6) weeks of the meeting taking place. The distribution list for the final minutes should be as follows:

- ✓ AEM participants to the meeting
- ✓ Community participants to the meeting
- ✓ AEM management team
- ✓ Regional Vice-President AEM
- ✓ AEM Toronto relevant staff

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## 12.0 Reporting of meeting


### Required:

- Designated channels and methods for submission (designated community leaders, community liaison officer, website, toll free phone etc.)
- Person responsible for process - central point of contact.

### Required:

- Person responsible for process.
- Initial Screening criteria (what qualifies, what doesn't? classification of severity)
- Assessment process (who conducts the assessment and how is the assessment conducted?)
- Process to identify appropriate people in the company to whom a specific concern should be forwarded (who is responsible for what?)



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## Appendix 1 - Template for the Invitation to participate in the Community Liaison Committee



Date

Title/Organisation

Address

**Object: Invitation to participate on the Community Liaison Committee of the *(insert mine name)***

Dear Sir, Madam,


Mining development plays a vital role in the *(insert mining region)*. Agnico Eagle Mines (AEM) wants to act as a good neighbor by maintaining an atmosphere of public trust and confidence between the community and the mine. We want to create an environment where we can engage and consult with the population of the region by and address any concerns they may have related to mining development.

In order to nurture this climate of cooperation and co-existence, AEM wishes to create a formal mechanism by which various regional stakeholders can exchange information and views with the *(mine name)* staff.

This mechanism would be in the form of a community liaison committee. This committee would allow AEM to keep community stakeholders informed of the activities at the *(mine name)* and would also allow these stakeholders to ask questions or express their concerns related to these activities, and obtain responses. At the same time meetings of the committee would allow AEM to better understand what issues or topics are important for the stakeholders and to take these into accounts in future mine decisions.

In that context, we would like to invite your organization to delegate a participant to the *(mine name)* Community Liaison Committee. We would like to receive the name and the contact information of this person. We envisage that this person would be mandated for a period of

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two (2) years to participate in the name of your organization. The participant would volunteer their time to attend two (2) to three (3) meetings per year. The committee would comprise a minimum of 8 participants and maximum of 15, coming from various community organizations.


We are strong believer that mining activities can co-exist harmoniously with other activities and we would like you to accompany us on that journey of cooperation in the years to come. We hope that you will agree to participate.

The participants will be contacted directly prior to the meeting with the date, location and agenda for the first meeting. If you have any question on this committee or any other matter regarding community relations, please do not hesitate to contact (insert appropriate contact).

I am looking forward to meet you at the first liaison committee meeting.

General Manager

#### **Contact information**

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## Appendix 2 – Template for the terms of reference for the community liaison committee.



### TERMS OF REFERENCE (MINE NAME) COMMUNITY LIAISON COMMITTEE

(Date)

#### Purpose of the committee

The purpose of the committee is to provide a forum for exchange of information and for building a consultative relationship between stakeholders in the (mine) region and AEM's mine staff.

#### Composition of the committee

<b>AEM</b>	<b>Name and function at Mine</b>	<b>Function</b>
<b>Permanent Members</b>	Mine General Manager:	Committee Chairman Responsible for providing project status.
	Manager Sustainability and Quality:	Responsible for coordinating meetings and for the preparation and distribution of minutes.
	Manager HR:	Prepares status of employment and training for presentation to the committee and responds to HR questions
	Manager HSE:	Prepares status of environmental work and permitting
	Executive Assistant:	Records the meetings minutes
	<b>Mine employee representative</b>	Participate in discussions
<b>Ad Hoc Members (will participate when available or for specific issues or projects)</b>	Communication Coordinator:	Responsible for the preparation of communication material
	<b>Other members of Management Team</b>	Prepares presentations on specific issues or projects as required.



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<b>(Mine region) Community</b>	<b>Representing</b>	<b>Representative</b>
	(mine region) Municipality	
	Surrounding villages	
	Reindeer herders	
	Chamber of Commerce/Tourism Association	
	Fisherman Association	
	Youth	
	The elderly	
	Education Agency	
	Health Agency	
	Etc.	

### **Committee position appointments**

The Chair person and secretary shall be nominated by the community liaison committee at the first meeting of each year (preferably an independent chair).

### **Duration of appointment**

Community representatives are appointed by the organization that they represent for a **two year period**. Representatives can serve for more than one term. AEM's representatives are appointed by the company and will remain on the committee for the duration of their employment on the project.


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### Responsibilities

<b>Chairperson</b>	Schedule meetings, prepare the agenda and direct the committee meetings
<b>Secretary</b>	Record meetings discussions, prepare and distribute minutes of the meetings
<b>Manager of responsible for community relations</b>	Contact committee members ahead of the scheduled meetings to request attendance or to seek alternate representative. Organize a meeting room and site visits as required.
<b>Members</b>	<ul style="list-style-type: none"> <li>• Provide information on issues and concerns from their organization</li> <li>• Participate in discussions to seek solutions</li> <li>• Inform their organization</li> </ul>

### Frequency of meetings

Regular meetings will be scheduled approximately twice a year. Ad hoc meetings may be scheduled related to specific issues.

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### Appendix 3 – Template for community liaison committee meeting agenda



#### AEM COMMUNITY LIAISON COMMITTEE

#### AGENDA

<b>Date</b>	
<b>Time</b>	
<b>Location</b>	

<b>Item</b>	<b>Topic</b>	<b>Resp.</b>
<b>1</b>	Introduction of participants	All
<b>2</b>	Review of minutes and actions from last meeting	Chairman
<b>3</b>	Project update	AEM rep.
<b>4</b>	Round table discussion	
<b>5</b>		
<b>6</b>		
<b>7</b>	Date of next meeting	



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## Appendix 4 – Template for community liaison committee meeting minutes



### AEM COMMUNITY LIAISON COMMITTEE

#### Meeting Minutes

<b>Meeting Date</b>	
<b>Time</b>	
<b>Location</b>	

#### Attendees

<b>AEM</b>	<b>Community</b>
	Municipality:
	Villages:
	Chamber of Commerce:
	Community Group A:
	Community Group B:
	Community Group C:

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<b>Item</b>	<b>Summary of discussion</b>	<b>Questions/Actions</b>	<b>Resp.</b>
<b>1</b>			
<b>2</b>			
<b>3</b>			
<b>4</b>			
<b>5</b>	Next meeting will be:		

**Prepared by:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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## **APPENDIX C**

CLC Terms of Reference



## **TERMS OF REFERENCE BAKER LAKE COMMUNITY LIAISON COMMITTEE**

The Baker Lake Community Liaison Committee brings together the Management of Departments from Agnico-Eagle Mines Ltd and a diverse group of community based stakeholders who are willing to share information and build a consultative relationship on socio-economic, cultural and environmental issues relating to the Meadowbank Mine. The goal of this relationship will be to recognize and understand the requirements, expectations, and concerns of all parties. The stakeholders will bring forward community based concerns and issues that will assist Agnico's management to consider responses that meet the mutual needs of the stakeholders, community and the company.

### **The objectives of the Committee are as follows;**

Ensure that all stakeholders are provided with the opportunity to review, discuss and consider information concerning:

- Updates on activities at Meadowbank Mine
- Potential social issues
- Inuit culture at the mine site
- Employment and training opportunities & issues
- Business development opportunities and issues
- Identification of health and safety issues affecting the community
- Minimizing negative impacts on wildlife and the environment

Provide a forum for stakeholders to provide comment, exchange information and present their point of view on issues that fall within the objectives of the committee;

Provide a continuous and regular dialogue among the stakeholders;

### **COMMITTEE MEMBERSHIP**

The AEM Community Affairs Coordinator, Baker Lake will act as the Chairperson of the committee. Other Committee members will include representation from the following community based organizations;

- Hamlet;
- Hunters and Trappers Organization;
- Youth;
- Business sector;
- Elders;
- RCMP;
- Health agencies;
- Nunavut Arctic College;

## **Terms of members**

Committee members are appointed by the organization that they represent for a two year period ending March 31 of each two year period.

To ensure continuity, 50% of the Committee will serve a 1 year term from April 1, 2016 to March 31, 2017. Stakeholder Organization's will reappoint or replace these members for a two year term thereafter.

## **Responsibilities of the Committee Members:**

- Each representative will provide input from their respective organization;
- Report to their organization on the activities of the Committee and encourage a better understanding of the mining process to their organization;
- Provide an understanding of how their organization can support the mine project;
- Participate actively in discussing solutions to issues discussed by the Committee;

## **Responsibilities of Agnico-Eagle Mines Ltd**

- Acts as the Chair of the Committee
- The Chair, along with members of Agnico's Management team, shall provide information to the Committee on relevant aspects of the project;
- Present relevant ideas found to be effective by other mines;
- Consider ideas and solutions presented by Committee members;
- Organize site visits, committee meetings, etc
- Maintain minutes of meetings;
- Provide a translator;
- Develop translated summary of Committee meetings on AEM's web page and Baker Lake Face Book

## **FUNCTIONS OF THE COMMITTEE**

### ***Role of the Chairperson***

The Chairperson will direct the Committee meetings.

### ***Role of the Secretary***

Agnico-Eagle will provide the services of a secretary to keep meeting notes.

### ***Members***

The members of the Committee will provide information on issues and concerns from their organization and participate in discussions on ideas towards solutions.

***Committee Meetings***

Meetings will be held every quarter.

Notices of meetings and agenda will be sent to the members prior to the meeting.

Each member of the Committee has an equal voice.

The Committee will consider requests from the representatives of other community based organizations to present to the Committee.