



**Compliance Coal
CORPORATION**

DBA Comox Joint Venture

550 – 800 West Pender Street
Vancouver, BC V6C 2V6
Tel: 604-689-0489

November 11, 2009

Via e-mail to: waterwatchcoalition@gmail.com

Comox Valley Water Watch Coalition
Ms. Kathleen Kinasewich, Coordinator
Box 320
Union Bay, BC V0R 3B0

Dear Ms. Kinasewich:

Re: Participation on the Raven Underground Coal Project Community Advisory Group

I would like to thank Grant Gordon for attending the October 16, 2009 meeting to discuss the proposed Raven Project and the development of a community advisory group. The meeting notes are currently being finalized and will be sent to you shortly. Copies of the information materials presented at the October 16th meeting are available on the new Raven Underground Coal Project website at: www.theravenproject.ca .

At the meeting, participants stated they would like to see a community advisory group established to provide ongoing input to the Raven Underground Coal Project. The advisory group membership will represent different sectors of the local community with up to two members per sector. The role of advisory group members will be to work constructively to address project-related issues and opportunities. Draft terms of reference for the advisory group are attached and will be reviewed at the next meeting.

I agreed to write to each person invited to the October 16th meeting to request an expression of interest for participating on the advisory group. While I hope that all of you can participate, I recognize that some participants may feel they could be in a conflict of interest if they are part of the regulatory or approval process for the project. Please indicate on the attached form whether or not you are interested in becoming a member of the advisory group. I would appreciate your response by November 20, 2009.

The October meeting also helped to identify additional sectors that may need to be represented, including agriculture, industry, environment and recreation. We have received a suggestion for a representative from agriculture. If you have suggestions for representatives from the additional sectors, please provide their names and contact information on the attached form.

The advisory group will have approximately three more meetings leading up to the application for an environmental certificate. Once the project application is filed, the role of the group will be reviewed within the context of the environmental assessment review process.



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I would like to thank those of you who were able to attend the October 28th Open House held at the Fanny Bay Community Hall. Over 300 community members attended the open house to ask questions and provide their comments on the proposed Raven Project.

Thank you for your participation in the development of the community advisory group. I look forward to your continued involvement with the project.

Yours truly,

John Tapics, President & CEO
Compliance Coal Corporation
dba Comox Joint Venture

Enclosure: Draft Community Advisory Group Terms of Reference



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Feedback Form

PLEASE RETURN BY NOVEMBER 20, 2009

Please FAX your completed form to: **1 (604) 681-5910, ATTENTION John Tapics;**

Or email your form to John Tapics at John@complianceenergy.com

- I WANT TO BE A MEMBER** of the Community Advisory Group for the Raven Underground Coal Project.
- I DO NOT WANT TO BE A MEMBER** of the Community Advisory Group, but want to continue to be involved as an observer.
- I want to be kept informed by receiving copies of meeting notes and information materials but do not plan on attending future meetings.

Suggestions for additional sector representatives:

Sector	Name	Contact Information
Recreation		
Industry		
Environmental		
Other:		

RAVEN UNDERGROUND COAL PROJECT

PROPOSED RAVEN UNDERGROUND COAL PROJECT

COMMUNITY ADVISORY GROUP

TERMS OF REFERENCE

December 2009 to June 2010

DRAFT

(November 2009)

1.0 Mandate

The **Community Advisory Group** (the 'CAG') is established by Compliance Coal Corporation dba the Comox Joint Venture (CJV) to provide a community perspective to the feasibility studies and the development of project plans for the proposed Raven Underground Coal Project on Vancouver Island. The proposed Raven Project is subject to regulatory review under the BC Environmental Assessment Act. Early consultation, working closely with community representatives, is an effective means of identifying important issues that need to be addressed in project planning and regulatory review.

2.0 Role of Raven Local Community Advisory Group

The role of the CAG is to:

- Provide advice to the CJV on the planning and design of the Raven Underground Coal Project.
- Identify issues and opportunities that need to be addressed in order to design a project that will benefit the community.
- Provide advice on how best to engage the broader community and key stakeholders that are not directly involved with the CAG.

It is important to note that the advisory group is not a substitute for broader public consultation that will continue to occur, and participating members are free to express their views outside of the community advisory group structure.

3.0 CAG Membership

Advisory group members will represent sectors of the local community and stakeholder interests from the area in the vicinity of the proposed project.

3.1 CAG members can include the following areas of interest:

- Community and/or resident associations
- Community business organizations
- Local and regional governments
- Local environmental interests
- First Nations interests
- Local economic interests, including industry
- Agriculture and recreation
- Other key stakeholder representation as identified and endorsed by the CAG.

3.2 Approximately two members will represent each sector and government interest.

3.3 CAG membership will include representation from the CJV.

3.4 CAG members will provide input from the perspective of their area of interest, but are not required to formally represent the views or interests of an entire constituency or group.

3.5 CAG members may bring observers to attend meetings. Observers will sit away from the main CAG members' table, and will not participate in the meeting unless agreed to by the group as a whole.

- 3.6 CAG members are required to declare the nature and extent of any conflict of interest immediately after when the relevant facts come to the member's attention.

4.0 CAG Members' Commitment

CAG members will:

- 4.1. Attend scheduled meetings of the CAG for the period specified on the agenda.
- 4.2. Listen respectfully and attentively to the views of other CAG members and not use disrespectful language or behaviour.
- 4.3. Submit items of controversy to objective analysis and be willing to explore alternatives to resolve issues.
- 4.4. Attend the meeting fully informed and prepared to discuss the agenda topics.
- 4.5. Focus solely on the discussion topics out of respect for the process and other members. (e.g., turn off cell phones and non-related electronic devices).
- 4.6. Participate as required in working groups to address specific project related issues. Working groups may include non-group members. Working groups will report through a CAG representative.
- 4.7. Provide written commentary, if required, on initiatives subject to detailed review.
- 4.8. Will not be allowed to record or file using electronic devices any aspects of the meetings unless agreed to by all members of the CAG.

Where a member(s) cannot achieve the commitment to constructive discussion, the facilitator may ask the member(s) to refrain from an unacceptable action, restate their point more effectively or, in extreme cases, for the member to remove themselves from the meeting.

5.0 Meeting Frequency

- 5.1 The CAG may meet up to five times during the one year period to provide input on the project design and the application for an environmental certification.

6.0 Meeting Coordination and Support

- 6.1 Meeting coordination and setup will be managed by the CJV.
- 6.2 The CJV will develop and distribute the meeting agenda, meeting notes and supporting documents. The CJV will circulate a draft agenda for input from CAG members in advance of each meeting.
- 6.3 Meeting notes, along with action items, will be produced by the CJV and distributed to CAG members in advance of the next scheduled meeting.
- 6.4 The CJV will support the CAG by providing information distribution, preparing materials, maintaining notes of the meetings and preparing reports as required.

7.0 Advisory Process

7.1 The CAG provides advice to The CJV and can do so as a group or as individual members. There is no formal collaborative or joint decision making process, but rather one that strives for general consensus based on open discussion. Where a consensus opinion is not reached, the views of individual members will be noted.

8.0 Confidentiality

8.1 Unless otherwise identified, all information provided to CAG members or produced for the CAG will be considered public information.

8.2 No information, reports and materials will be considered as a product of the Advisory Group unless agreed to by all members.

8.3 CAG members will not speak on behalf of the group to the media or any other organization without the full consent of all CAG members.

9.0 Facilitation

9.1 A facilitator will be retained to facilitate and manage CAG meetings. The facilitator will work with both the CAG and the CJV to develop meeting agendas, and will serve as a resource to foster communications.

10.0 Working within the CAG Process

10.1 CAG members recognize the need to work through substantive issues within the group operating structure and the planning process. CAG members will make it clear when they or the entities they represent have plans or decide to address issues outside of the group either in the media, with regulatory authorities or other levels of government.

11.0 Term of the CAG

11.1 The CAG term will begin December 1, 2009 through to June 30, 2010 after which the need for, membership of, and mandate of the CAG will be reviewed. This review will result in a decision to either disband the CAG, reform the group with a new mandate and membership or to continue the group as is. CAG members will provide input to the review process, which will be conducted by the CJV.