



Major Project Advisory Committee

The purpose of the Major Project Advisory Committee (MPAC) for Lyackson Major Projects is to provide advice and offer suggestions on the project's development and implementation.

Role

Members of the Major Project Advisory Committee (MPAC) will:

1. Provide advice to the Project Lead and Lyackson Chief and Council on the project through PAC Meetings.
2. Offer ideas, guidance and suggestions regarding project deliverables
3. Promote the project and engagement opportunities within the community;
4. Provide support to staff/consultants/leadership at engagement events; and,
5. Provide feedback to project team on the Project, and deliverables

Responsibilities

A Major Project Advisory Committee member will serve as a representative of the Project process. The responsibilities of Major Project Advisory Committee members are to:

1. Attend Advisory Committee meetings;
2. Serve as project advocates within the appointee's family and the broader Lyackson community.
3. Respond to email inquiries from the Project Manager on project update issues;
4. Respect the Advisory Committee Ground Rules;
5. Review and provide feedback on draft documents;
6. Attend community engagement sessions alongside the Project Team, and to listen, share information, and help facilitate discussion as requested by the Project Manager;
7. Speak only on behalf of the committee if delegated to do so; and,
8. Work collaboratively and be open to a variety of ideas and views.

Major Project Advisory Committee Meetings Chair

The Major Project Advisory Committee meetings will be chaired by a member of Chief and Council.

Meetings and Attendance

1. Major Project Advisory Committee members are asked to serve and attend Major Project Advisory Committee meetings for the duration of the Project process.
2. Meetings are at the call of the Chair.
3. It is anticipated that there will be a minimum of 4 Advisory Committee meetings throughout the project.
4. Other Lyackson staff, experts, and consultants may attend Project Advisory Committee meetings at the request of the Project Lead.



Major Project Advisory Committee Member Skills and Attributes

Community members who have an interest in the project and are able to represent a broad range of backgrounds and interests are preferred. Members should be motivated to foster strong participation and support the project process toward its completion.

Selection Criteria

Lyackson Chief and Council will appoint members to each Project Advisory Committee which seeks to achieve involvement from and a balance of:

- Lyackson family groups
- Elders
- Youth
- Community members with subject matter expertise

Major Project Advisory Committee Structure

1. The Committee will be comprised of a minimum of 4 up to a maximum of 6 individuals.
2. The project lead will provide all materials for the PAC.
3. Committee meetings will be held virtually, and when possible, in person.

Termination and Replacement

1. Committee members agree to fulfill the Roles and Responsibilities and adhere to the Advisory Committee Ground Rules.
2. Members who are unable to meet these expectations may be excused from the Project Advisory Committee by Lyackson Chief and Council under the advice of the Project Manager.
3. A vacant position may be filled with a replacement at the discretion of the Lyackson Chief and Council with input from the Project Lead.

Honoraria

The Major Project Advisory Committee members will receive an honoraria of \$150/per Advisory Committee meeting.

Application

This Terms of Reference will be applied to every Major Project Advisory Committee that is created with an attached Project Scope of Work.