

GEOMATICS CANADA ADVISORY COMMITTEE

TERMS OF REFERENCE

BACKGROUND

The Minister's National Advisory Board on Earth Sciences (MNABES) provides advice to the Minister of Natural Resources Canada (NRCan) on strategic issues concerned with science and technology (S&T) and related areas that significantly impact on the Earth Sciences Sector (ESS).

MNABES will be supported in its work by three technical committees. These are the Geological Survey of Canada (GSC) advisory committee; the Geomatics Canada (GC) advisory committee; and the Polar Continental Shelf Project (PCSP) advisory committee.

REPORTING

The GC Advisory Committee reports to the Assistant Deputy Minister (ADM), Earth Science Sector.

MEMBERSHIP

The GC Advisory Committee shall consist of a maximum of twelve members from the various client and stakeholder groups (e.g., private sector, provinces and territories, universities, non-governmental organizations, aboriginal community, professional associations, and other government departments). The members represent various areas of GC activities or other related activities. They also reflect different backgrounds (e.g., S&T, policy, operations, communications, etc.).

Members shall be invited by the ADM to serve for a term of (normally) three years. Terms may be renewed. The chairperson shall be appointed by the ADM and shall be a member of MNABES.

Members shall serve as independent experts and not as representatives of individual institutions.

METHOD OF OPERATION

The GC Advisory Committee shall meet twice a year (in the spring and fall), preferably one to two months before MNABES meets, and will submit a report to the ADM summarizing its recommendations after each meeting. In examining GC's programs, committees should consider the strategic value of the work in their areas of review. Their responsibility is to judge whether GC's work:

- properly responds to the overall direction as set forth in the GC business plans;
- has an appropriate allocation of resources, and reasonable distribution of these resources between projects, bearing in mind the overall level of resources available to GC;

- responds to industry's needs; and
- complements and is in cooperation with related work elsewhere in Canada and the world.

The committee should avoid examining particular projects in detail as it is not responsible for reviewing how GC manages its projects. The GC Advisory Committee is to advise the ADM on the content and direction of GC's programs.

Members do of course have access to any pertinent information they require to discharge their responsibilities. Members will be asked to sign a non-disclosure agreement regarding information that they are given when reviewing GC's programs.

The ESS Policy, Planning and Coordination Division shall provide the secretariat for the GC Advisory Committee.

COMPENSATION

The GC Advisory Committee members serve without remuneration, but will be reimbursed, on request, for travel and living expenses associated with committee meetings according to the Treasury Board guidelines.