

CANADIAN ADVISORS TO THE GREAT LAKES FISHERY COMMISSION

Terms of Reference

Revised November, 2012

1. Canadian Advisors (advisors) will be appointed under the provision of the 1955 Convention on Great Lakes Fisheries. The appointment process will be consistent with that used by Canada for Ministerial appointments.
2. There will be 6 advisors appointed by the Minister of Fisheries and Oceans Canada (DFO), based on nominations from the Minister of the Ontario Ministry of Natural Resources (MNR). Advisors will be nominated in writing by the Minister of the Ontario Ministry of Natural Resources and submitted to the Minister of Fisheries and Oceans Canada for consideration. The Minister of Fisheries and Oceans Canada will consider the nominations in keeping with the established federal screening and approvals process for ministerial appointment of individuals. The secretariat of the Great Lakes Fishery Commission (commission) will assist with the process by advising the federal and provincial ministers one year in advance of any expiration of terms of advisors, and in keeping the commission informed about the status of advisor issues and appointments.
3. Advisors should be selected on the basis of representing the following areas:
 - a. The commercial fishing industry;
 - b. The sport fishing interests;
 - c. The Aboriginal community;
 - d. The public-at-large (e.g., tourism, cottagers associations, municipalities);
 - e. Environmental interests (e.g., non-government organization, Ministry of Environment, or conservation authority); and
 - f. Academia

(Note: Consideration also needs to be given to geographic distribution across the Great Lakes basin.)
4. There will be a chair, vice-chair, and secretary, chosen by and from the advisors. Brief action-oriented minutes of meetings of advisors will be taken and retained as a record of business. In the event that an advisor is not performing in a satisfactory manner, the chair will bring this matter to the attention of the Canadian Section of the commission (Canadian Section).
5. The advisors will receive no compensation from either the Canadian or Ontario governments for their services as advisors. DFO and MNR will share annually the associated travel costs for the advisors to the annual meeting. (Travel costs will be reimbursed as per the guidelines for travel expenditures for Ontario Civil Servants.) If the commission requests the attendance of advisors at other meetings, then the commission will pay the associated costs.

6. The role of advisors is to inform the Canadian Section about the various issues before the commission. Advisors will also assist the commissioners in making informed decisions as they seek to achieve the objectives of the commission related to sea lamprey control and the maintenance of fish populations in the Great Lakes. Further, advisors will consider matters referred to them by the Canadian Section, as well as other matters which the advisors believe are of concern to the Great Lakes fisheries, whether biological, environmental, or social.
7. Advisors should meet at least annually, prior to the commission annual meeting, to consider issues before the commission and to develop advisory consensus positions to present to the Canadian Section. As noted above, advisors should also bring to the attention of the Canadian Section matters which they consider important for review by the Canadian Section. Advisors should also hold a teleconference prior to the commission interim meeting to provide input to the commissioners about relevant Great Lakes issues. All reports, with recommendations, should be in writing to the chair of the Canadian Section.
8. Advisors will be invited to attend all non-executive meetings of the Canadian Section and/or the commission, and during such meetings, will be granted the opportunity to examine, and be heard on, proposed recommendations, programs, and activities.
9. Advisors are encouraged to attend the lake committee meetings, as observers. Travel costs for these meetings, however, will have to be covered by the individual advisor, their sponsoring agency, or the commission.
10. Decision-making by the advisors, on issues before them, should be by consensus. If consensus cannot be achieved, the concerns of the different interests should be described in any report to the Canadian Section.
11. The commission secretariat will supply support services to the advisors.