

**Project Advisory Steering Committee
Nova Scotia Renewable Energy Consultations**

Terms of Reference

Last updated: August 18, 2009

1. Form

1.1 Advisory group (12 to 15 people) for electricity generation and distribution scenarios, with approximately four to five individuals each from industry, government and civil society, independently chaired.

2. Purpose

2.1 The purpose of the Project Advisory Steering Committee is to deliver expert advice and expert review to the Nova Scotia public stakeholder consultation process to develop renewable energy scenarios for the province.

3. Objectives

- 3.1 To act as a resource to the Dalhousie University project team on planning and managing the stakeholder consultation process;
- 3.2 To review and discuss the outcomes of the stakeholder workshops as they relate to the scenario paper development;
- 3.3 To provide insight to the expert panel authoring the scenario papers;
- 3.4 To steer and influence the project through to the submission of the final report.

4. Membership

4.1 The advisory group will be a collegial and expert-driven group committed in the right long terms outcomes for Nova Scotia. It will not be a representational forum, nor the appropriate place for negotiation of particular interests.

4.2 Membership includes selected experts, with four to five individuals from each of civil society, industry and government.

4.3 Members will be selected by the Chair of the Committee and shall be based on, but not limited to, the following criteria:

- a. Agreement to act on behalf of the individual and not to represent an entity with which they may be aligned;
- b. Provide a diverse skill-set complimentary to the other members of the Committee;
- c. Provide a high level of knowledge, expertise and experience relevant to the project;
- d. Current and/or past engagement in stakeholder and/or renewable energy conversations;
- e. Commitment to reaching a conclusion by December 15, 2009.

4.3 The Chair of the Committee shall be predetermined by the Project Team.

5. Reporting

5.1 The Committee reports bi-weekly to the Project Coordinator.

6. Quorum

6.1 A majority (50% plus 1) of all members shall constitute a quorum for the meetings of the Committee.

7. Process

7.1 The Committee will convene on the following dates (until further notice), and will meet no more than 5 times:

- Thursday, September 10
- Thursday, October 15
- Thursday, November 19
- Tuesday, December 15

7.2 All Committee members will be given an honorarium for their participation.

7.3 Travel expenses related to Committee meetings will be covered for all members.