

1. Role

- 1.1. To advise the Manitoba Nursery Landscape Association (MBNLA) Board of Directors (Board) on matters relating to MBNLA's provincial government relations program. The Committee shall identify, research, and address issues including supplying the Association with information regarding existing and/or developing issues that have a potential impact on the landscape and horticultural industry in Manitoba. The Government Relations Committee shall be guided by the MBNLA Strategic Plan.

2. Responsibilities

- 2.1. Promote the development and support of relationships with elected officials and government staff at all levels of government.
- 2.2. Identify and recommend government relation messages, strategies and actions for the board.
- 2.3. Ensure annual government relations strategy and policy review suggesting any changes/improvements for discussion/consideration by the Board.
- 2.4. Monitor effectiveness of government relations efforts.
- 2.5. Support MBNLA board members in their government relations efforts through the provision of resources and training.

3. Membership and Voting

- 3.1. Membership for this Committee is open to those interested on a voluntary basis.
- 3.2. The Committee will be comprised of up to eight (8) members
 - 3.2.1. Six (6) members at large.
 - 3.2.2. Member of the Board, appointed by Board of Directors, as an ex-officio member.
 - 3.2.3. Executive Director as an ex-officio and non-voting member.
- 3.3. Members at large will be recruited from the general membership and appointed by the Board.

4. Term

- 4.1. Term of appointment shall be two (2) years.

5. Chair

- 5.1. A member of the Committee appointed by the Committee.
- 5.2. Responsible for chairing the meetings, reporting activities of the Committee to the Board, ensuring the meetings move forward in an efficient manner and that updates on Committee-related matters are provided to the Board as appropriate.

6. Meetings

- 6.1. Meetings will be convened on an 'as need' basis but no less than quarterly.
- 6.2. Meetings may be held in person or by telephone.

7. Quorum

- 7.1. Quorum shall be a majority of the membership of the Committee.

8. Resources

- 8.1. MBNLA shall provide all the necessary resources for the Government Relations Committee to fulfill its obligations under these Terms of Reference. This may include support services provided by MBNLA staff.

9. Budget

- 9.1. The Committee will develop and submit a budget to the Board for approval annually.

10. Reporting

- 10.1. Minutes of each Committee meeting shall be provided by the Committee Chair to the Board.

11. Review

- 11.1. Committee Terms of Reference shall be reviewed every two years or as deemed necessary by the MBNLA Board of Directors.
- 11.2. Last review date is November 8, 2016.