

TERMS OF REFERENCE
ADVISORY COUNCIL ON ALBERTA-UKRAINE RELATIONS
July 2010

Approximately 332,000 Albertans are of Ukrainian descent – the largest population of Ukrainian-Canadians in western Canada. To better understand and manage the issues and opportunities related to Alberta-Ukraine relations, and to enhance working relationships with Alberta’s Ukrainian community, the Government of Alberta established an Advisory Council on Alberta-Ukraine Relations (ACAUR) in 2000.

Purpose

The purpose of the Advisory Council on Alberta-Ukraine Relations is to:

- serve as a two-way information resource to Alberta’s Ukrainian community and the Alberta Government on Alberta-Ukraine activities;
- identify and promote opportunities to strengthen and further cooperation between the governments of Ukraine and Alberta and between other provinces and the federal Government of Canada with respect to Ukraine-related matters.

Mandate

The mandate of the Advisory Council is to consider opportunities for cooperation and provide advice to the Minister of International & Intergovernmental Relations on Alberta-Ukraine initiatives, including:

1. Alberta government programs, projects or policies related to Ukraine;
2. Upcoming activities and conferences involving Albertan and Ukrainian businesses, professionals, cultural and educational representatives and/or government officials;
3. Provision of Alberta expertise to assist with Ukraine’s reform, where appropriate;
4. Upcoming visits to Alberta or Canada by Government of Ukraine representatives;
5. Investment and trade opportunities between Alberta businesses and Ukraine;
6. Agricultural, education, health, energy, justice, immigration, arts, and other matters;
and
7. Humanitarian assistance programs.

Membership and Appointment Process

The Advisory Council shall consist of up to 16 members appointed for a four-year term, and one government advisor, as follows:

- The Chair, who shall be a member of the Legislative Assembly.
- Membership to be appointed by the Alberta Government, through the Minister of International & Intergovernmental Relations, will represent a cross section of Ukrainian organizations, interests, and geographic regions within Alberta.
- One government advisor shall be appointed representing the Ministry of International & Intergovernmental Relations.
- A secretary to the ACAUR shall be provided by the Ministry of International & Intergovernmental Relations.

Reporting Relationship

The Chair of the Advisory Council will report to the Minister of International & Intergovernmental Relations. The Chair will ensure that meeting minutes are recorded and communicated in a concise, written format to the Minister as soon as possible after each meeting.

Meeting Conduct

A quorum shall be met with 50% plus one of the members, one of whom must be the chair.

Advisory Council decisions should be made by consensus.

The Advisory Council will set the schedule for its meetings.

Meeting Support

The Government of Alberta shall not provide any remuneration to Advisory Council members, but will pay for eligible and approved expenses incurred by members in performing Council business.

Council Duration

Renewal of the Advisory Council and its continued operation are at the discretion of the Minister.