

# TERMS OF REFERENCE

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## Healthy Lawns Working Group

of the

Federal / Provincial / Territorial Committee on Pest Management and Pesticides

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### **Objective of the Healthy Lawns Strategy:**

- to reduce reliance on pesticide use for lawn care through the application of Integrated Pest Management principles, with particular emphasis on pest prevention, use of reduced risk products and application of pesticides only when necessary.

### **Scope**

- the main target groups are home owners, lawn and landscape service providers, municipal parks managers, golf course managers and grounds keepers of school playing fields

### **Mission**

- To provide advice and direction to federal, provincial and territorial governments on the implementation of the Healthy Lawns Strategy (under the Action Plan on Urban Pesticide Use)
- To deliver and implement the objectives of the Healthy Lawns Strategy.
- To promote information exchange in the area of lawn pest management and pesticides.

### **Membership**

#### **Chairperson**

The Working Group will be chaired by one PMRA representative.

#### **General Membership**

- The Working Group will comprise of representatives designated by the PMRA and representatives for each of the provincial and territorial governments as designated by those jurisdictions.
- Stakeholder involvement will be through the Working Group. Stakeholder representation could include other government departments, environmental interest groups, industry, user associations, etc.

### **Time frame**

The Working Group will continue as necessary to implement the Healthy Lawn Strategy or as deemed necessary by the group.

### **Responsibilities**

The responsibilities of the Working Group will include, where feasible and appropriate:

- working co-operatively towards the common goal
- attending face to face meetings of the WG
- participating on conference calls
- sharing of information
- taking the lead or participating on designated projects, activities
- providing comments and input to proposed documents in a timely fashion

### **Accountability**

- The Healthy Lawns Working Group will be a recognized working group of the Federal/Provincial/Territorial Committee and will abide by the terms of references set forth for that Committee.
- Working Group members will report to the appropriate senior officials in the governmental organizations that they represent.

### **Administration**

#### **Frequency of Meetings and Costs**

- Meetings will be called at the discretion of the Chair, supplemented by conference calls and other Working Group activities as required. Location will be determined on an ad hoc basis.
- PMRA will provide a forum service on its web site to facilitate information exchange and linkages.
- The PMRA will pay the costs of room and equipment rentals incurred for Working Group meetings as well as the costs of Working Group conference calls and travel costs of the provincial/territorial members incurred to attend Working Group and sub-committee meetings.

#### **Agenda & Minutes**

- Agendas will be prepared by the PMRA with input from the members of the Working Group. The agenda for the conference calls will be distributed at least five days in advance of the meeting. The agenda for the face to face meetings will be distributed at least five days in advance of the meeting.
- The PMRA will be responsible for the generation of minutes.

### **Reporting Relationships/Decision Making**

- Decisions will be reached by consensus, or a vote, where appropriate.
- Working Group members will ensure these decisions are communicated to their Senior Management or as appropriate.

January 16, 2002