

## **COUNCIL SESSION 95-1**

**February 8, 1995**

### **Record of Discussion**

Alternate representatives of Council met in Montreal on February 8, 1995 for a special session. The agenda and the list of delegates will be found as Annexes "A" and "B" respectively. Mr. Anthony Clarke (Canada) chaired the meeting.

#### **RECORD OF DISCUSSION (OCTOBER 27, 1994)**

##### **a) Approval**

The Record of Discussion was approved as presented.

##### **b) Outstanding Business**

Adoption of resolution #95-1 (Annex "C") formalized the creation of the General Standing Committee.

Adoption of resolution #95-2 (Annex "D") formalized the approval of the 1995 Program and Budget. The Secretariat will incorporate modifications to be requested by Canada and circulate the final version to the Parties and JPAC.

**Action: Canada, Secretariat**

Canada and Mexico confirmed their commitment to shortly complete their payment of the 1994 contribution. In the context of resolution #94-2, all Parties acknowledged the need to promptly communicate to the Secretariat their payment schedule for the 1995 contribution.

**Action: All Parties**

The final version of the set of Rules for the Commission were made available in French and English. The Spanish version will be made available once Mexico has completed its review.

**Action: Mexico**

#### **EXECUTIVE DIRECTOR'S REPORT**

In his report, the Executive Director commented on the installations of the Commission, provided an update on staffing for the Secretariat and identified those elements of the Program that could provide short term outputs. The following points were made during the discussion:

- program activities should be examined with a view to contribute to the consolidation of the various priority lists of substances developed over the years and to facilitate the emergence of regional responses to the global environmental agenda;
- all efforts should be made so as to capitalize on linkages between program activities;
- a calendar for the implementation of the 1995 Program should be developed;
- an organizational chart of the Secretariat should be prepared and circulated

**Action: Executive Director**

## **ANNUAL REPORT**

Three distinct issues were discussed: the timing of the release of the annual report, the identification of special topics (themes) and the linkage between special topic reports and the annual report. The need for the annual report to comply with the scope and coverage specified in the Agreement was highlighted.

It was agreed that the timing for the release of the annual report should be late 1995 - early 1996. In addition to energy efficiency, other possible themes or special topics could include: toxic pollutants, enforcement, conservation and, education and outreach. The possibility of presenting Council at their next regular session with a number of options in terms of themes and possible partnerships should be explored. A corporate publication describing the Commission could be prepared for release at the time of the next regular session of Council. Ministers are to be kept apprised of progress. The General Standing Committee will oversee the preparation of the annual and special topic reports and will associate JPAC in this task.

**Action: General Standing Committee**

## **NAFTA EXPANSION**

Following a brief exchange on the subject, it was concluded that it was premature for the Commission to take concrete actions in this area.

**Action: Pending**

## **NEXT REGULAR SESSION OF COUNCIL**

After a brief discussion it was agreed that the next regular session of Council should be planned for the latter part of August. Mexico will be hosting. The program would include for an evening and a full day session (open and closed) of the Ministers preceded by a full day session of the Alternate Representatives and with JPAC meeting concurrently. Parties are to consult their respective Minister on the proposed timing of the session. The General Standing Committee will oversee the planning process and will associate JPAC.

**Action: General Standing Committee**

## **SUBMISSION GUIDELINES**

In his presentation, M. Greg Block of the Secretariat presented the key features of the draft guidelines prepared by the Secretariat, highlighting the need for the Guidelines not to deviate from the language at of the Agreement while assuring the equitable and transparent processing of submissions.

It was concluded that the preparation of draft guidelines be referred to the General Standing Committee as a priority matter. By March 15, Alternate Representatives are to receive a status report including any outstanding issues. Prior to being finalized, the draft guidelines should be the object of public consultation with JPAC coordinating such consultations in addition to consultations under taken by each Party.

**Action: General Standing Committee**

## **LOGO FOR THE COMMISSION**

Rachel Vincent of the Secretariat presented the logo concept proposed for the Commission. The concept, developed with the assistance of a consulting firm, emerged from a competitive process involving design firms of the three countries.

The Secretariat is to provide to the Alternate Representatives a portfolio explaining the process which was followed, the final options that resulted and the rationale for the preferred logo. The portfolio will facilitate an informed consultation of Council members for the approval of the logo.

**Action: Secretariat, Parties**

## **UPDATE BY CHAIR OF JPAC**

The Chair of JPAC, Jacques Gérin, joined the session via teleconference. He reported on the last meeting of the Committee highlighting the three specific advices sent to Council, the effort devoted to the development of the Committee's work plan and the interest of the members in the preparation of the submission guidelines and of the annual report. He also reported on the current plan to have a meeting in Montreal in April with a public session.

## **QUARTERLY FINANCIAL REPORT**

The Secretariat advised that, while the 31 December quarterly financial statement was not ready for review, early indications are that the unused funds for 1994 will be in the order of one million US dollars. Members agreed to consider a request by the Secretariat that the full remaining balance be carried over to the 1995 budget. The request is to be formally made at the time the quarterly report is presented to the Parties.

**Action: Secretariat**

## **SECRETARIAT NEWSLETTER**

Rachel Vincent of the Secretariat presented the concept of a quarterly Secretariat Newsletter and explained the intention of having the first issue published in March with a circulation of approximately 5 000. The newsletter will primarily serve to inform the interested public in the activities of the Secretariat and will provide a calendar of planned activities.

Members welcomed the initiative of the Secretariat, offered caution in the preparation of editorial articles and requested to be consulted should an article include attributions to a specific Party. Members will consider favorably the request for a vision statement by their respective Minister for the first issue.

**Action: Parties, Secretariat**

The Council adjourned its session at 4:30 PM

Prepared by Gilles Lamoureux  
March 9, 1995

ALTERNATE REPRESENTATIVES SESSION

Montreal, February 8, 1995

**Provisional Agenda  
(revised)**

- 09:00 - 09:15      OPENING REMARKS BY THE CHAIR
- APPROVAL OF AGENDA
- 09:15 - 13:00      RECORD OF DISCUSSION - OCTOBER 27, 1994
- Review and approval
  - Unfinished business
    - formal approval of 1995 Work Program and Budget
    - payment of contributions (Resolution 94-2)
- REPORT OF THE EXECUTIVE DIRECTOR
- ANNUAL REPORT:
- Reporting
  - Special Topic
- NAFTA EXPANSION
- NEXT REGULAR SESSION OF COUNCIL
- 12:00 - 13:00      SUBMISSION GUIDELINES (Presentation)
- 13:00 - 15:00      LUNCH
- 15:00 - 16:30      UPDATE BY CHAIR OF JPAC (via telephone)
- CARRY OVER ITEMS FROM THE MORNING SESSION
- OTHER ISSUES:
- Logo for the Commission
  - Headquarters Agreements
  - Financial Report

MEETING OF ALTERNATE REPRESENTATIVES

Montreal, February 7-8 1995

**Delegates**

**CANADA**

Alternate Representative: Tony Clarke

Alex Manson  
Andy Bowcott  
Ann Cronin-Cossette  
Denis Langlois

**MEXICO**

Alternate Representative: José Luis Samaniego

Mario Aguilar  
Javier Cabrera  
Raul Urteaga  
Santiago Plouin  
Jaime Palafox  
Alberto Jaime

**UNITED STATES**

Alternate Representative: William Nitze

Susanne Flek  
Jennifer Haverkamp  
Bill Pistor  
Ann Rowley

**JPAC**

Representative: Jacques Gérin (via conference call)  
Jean Richardson

Commission de coopération  
environnementale

Comisión para la  
Cooperación Ambiental

Commission for  
Environmental Cooperation

Conseil

Consejo

Council

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Annex C

Montreal, February 8 1995

COUNCIL RESOLUTION: #95-1

**General Standing Committee**

THE COUNCIL:

NOTING that paragraph 5 of Article 9 of the North American Agreement on Environmental Cooperation (the "Agreement") authorizes the Council to establish and assign responsibilities to *ad hoc* or standing committees, working groups or expert groups;

FURTHER NOTING that an informal working group of the Council has handled the many aspects of the implementation of the Agreement until now;

Hereby approves the establishment of a General Standing Committee composed of representatives of each Party to ensure regular communication between the Secretariat and the Parties on all aspects of implementation of the Agreement. Parties' representatives on the General Standing Committee will act as first points of contact for the Secretariat on Agreement implementation for their respective governments and ensure timely follow up on Secretariat requirements for information and/or action. The General Standing Committee will communicate regularly with the Executive Director or a designated representative of the Secretariat, in person or via conference call, to ensure regular exchange of information and views on the following key issues:

- development and implementation of the annual program and budget, including review of project proposals for use of resources from the Project Implementation Fund described in the annual program and budget;
- preparation of the annual report;
- issues related to the implementation of Articles 14 and 15 of the Agreement;
- cooperative activities undertaken by the Secretariat and the Parties in accordance with the annual program and budget and/or pursuant to the Agreement;
- timing of, nature of, and governmental participation in expert meetings; and
- other issues of mutual interest.

The General Standing Committee is established without prejudice to the ability of the Council to establish additional *ad hoc* or standing committees, working groups or expert groups to act as subcommittees of the General Standing Committee or to provide advice from non-governmental experts to the General Standing Committee on any of the key issues listed above.

Approved on behalf of Council:

José Luis Samaniego (Mexico)

William Nitze (United States)

Tony Clarke (Canada)

Certified by:

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Victor Lichtinger  
Executive Director

Commission de coopération  
environnementale  
Conseil

Comisión para la  
Cooperación Ambiental  
Consejo

Commission for  
Environmental Cooperation  
Council

Annex D

Montreal, February 8 1995

COUNCIL RESOLUTION: #95-2

**1995 Program and Budget**

THE COUNCIL:

Hereby approves the 1995 Program and Budget submission dated January 19, 1995,

Authorizes the Executive Director to implement the 1995 Program including the development of the project proposals to be funded from the project implementation fund as agreed in the Program in consultation with the General Standing Committee and in conformity with the Agreement, and with the rules and resolutions adopted by the Council.

Approved on behalf of Council:

José Luis Samaniego (Mexico)  
William Nitze (United States)  
Tony Clarke (Canada)

Certified by:

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Victor Lichtinger  
Executive Director

