
2025 INTEGRATED RESOURCE PLAN TECHNICAL ADVISORY COMMITTEE TERMS OF REFERENCE

Introduction

Manitoba Hydro is committed to engaging with customers, interested parties, and the broader energy planning community in the development of the 2025 Integrated Resource Plan (IRP). The creation of the 2025 IRP Technical Advisory Committee (herein referred to as the TAC) will bring diverse perspectives together from a variety of representative groups across Manitoba with a demonstrated interest in long-term energy planning.

Purpose

The 2025 IRP will be informed by the TAC and other engagement. The TAC is established to gather diverse perspectives from various Manitoba groups actively interested in long-term energy planning. The TAC's role is to provide feedback on IRP development aspects such as key inputs, scenarios, and evaluation metrics. Engagement with the TAC is one part of province-wide engagement to seek feedback more broadly with the public, customers and interested parties in Manitoba. Participation in the TAC is an engagement effort and is not considered consultation.

The TAC is intended to provide feedback from representative organizations across Manitoba, with members sharing their knowledge and expertise from the perspective of their role(s) within their organization. The TAC will not be required to reach consensus and will not be responsible or accountable for decisions or determining a recommended development plan within the 2025 IRP.

Membership Criteria

TAC membership includes knowledgeable participants that have significant interest or experience with Manitoba Hydro's Integrated Resource Planning process. Membership is chosen considering the following criteria:

- Can bring a representative perspective to the discussion.
- Have a broad focus and interest (based on the organization's mandate or research) on long-term energy planning, or knowledge of key factors that could influence energy use in Manitoba.
- Have an understanding of how Manitoba Hydro's long-term energy planning aids and/or impacts their organization's mandate and objectives.
- Have a demonstrated interest in Manitoba Hydro's long-term energy planning through involvement in previous Manitoba Hydro IRPs by and/or Public Utilities Board processes.

Members are sought from key areas of interest:

- Government entities (i.e., municipal, Indigenous organizations, crown corporations)
- Various demographics and customer interest groups (i.e., representation from industrial, commercial, residential customers)
- Geographic regions within Manitoba
- Associations
- Economic development groups
- Academia/Research
- Areas of interest (i.e., electric vehicles, heat pumps, solar, biomass, electric vehicles, social & environmental NGOs)

Responsibilities of the Members

- Manitoba Hydro will Chair the TAC; the role will normally be fulfilled by the Manager, Integrated Resource Planning Policy & Coordination.
- Strive to attend all scheduled meetings to ensure consistent participation and build the TAC as a team. If unable to attend, members may provide an alternate attendee and share previous TAC materials with the alternate.
- Try to review material provided in advance of a meeting (if provided by Manitoba Hydro).
- Support a welcoming and inclusive environment. Actively and respectfully participate in discussions. Not all members may participate in every discussion.
- Conduct themselves honestly, fairly, ethically and with integrity and be respectful of one another, Manitoba Hydro staff and facilitators.
- Report potential conflicts of interest to the TAC Chair with a proposal for how to manage the potential conflict.
- Focus discussions on topics related to the development of the 2025 IRP.
- TAC participation does not restrict members from seeking intervenor or presenter status in future Public Utilities Board hearings or other regulatory processes.
- TAC members are invited to provide feedback during meetings. If TAC members would like feedback specifically noted in meeting notes, please advise Manitoba Hydro either during the meeting or by email at IRP@hydro.mb.ca. Additional feedback, outside of the meetings, can be provided by email.
- Compensation will not be offered to members, however if expenses are a barrier to participation, please contact the Chair to discuss potential solutions.
- Consultants of the Public Utilities Board are participating as observers. While they may provide guidance on the scope of matters to be included in the IRP, they will not provide substantive advice or recommendations on how Manitoba Hydro should meet its resource needs.

Responsibilities of Manitoba Hydro

- A representative from Manitoba Hydro will act as Chair for the TAC. The Chair is responsible for:
 - committee coordination including member recruitment,
 - scheduling and planning for meetings,
 - acquiring support resources,
 - conducting meetings in accordance to the Terms of Reference, and
 - preparing meeting notes.
- Retain external facilitator to moderate meetings.
- Ensure Subject Matter Experts from within Manitoba Hydro are available to support discussions as needed.
- Support a welcoming and inclusive environment. Actively and respectfully participate in discussions. Respect that not all members may participate in every discussion.
- Conduct themselves honestly, fairly, ethically and with integrity and be respectful of TAC members, other Manitoba Hydro staff and group facilitators.
- Review and disclose potential conflicts of interest with the TAC along with how the potential or conflict will be managed.
- Review TAC feedback and share what was heard, what Manitoba Hydro did (with the feedback) and the rationale. For example, feedback may be considered in the IRP or in other Manitoba Hydro work.
- Post all TAC materials such as agendas, presentations, and meeting notes to the Manitoba Hydro public website.
 - Meeting notes will be prepared and shared to provide a summary of the TAC discussions without attributing feedback to a specific individual or group. These notes will not be minutes.
 - All TAC materials will be documented as part of a report on engagement for the 2025 IRP.
- Information of a sensitive or confidential nature, or that are not directly related to the development of the 2025 IRP, will not be shared with TAC membership.

Meetings Schedule

Agendas will be set by Manitoba Hydro. Meetings will commence in November 2024 and be held at key points in the development process (approximately 6-7 meetings) until June 2025. Meetings will be up to 4 hours in length and scheduled during the work week (Monday to Friday). They will be held in person, usually at Manitoba Hydro Place, 360 Portage Avenue, Winnipeg, Manitoba.

A tentative schedule and agendas are as follows:

Meeting 1: November 8, 2024.

- Committee Introductions.
- Review of Terms of Reference.
- Overview of Manitoba Hydro's 2025 IRP and its objectives, including approach to engagement.
- Introduction to proposed key inputs, scenarios, and evaluation metrics.

Meeting 2: November 21, 2024.

- Overview of key inputs and scenarios and how they are used in modelling and analysis.
- Approach to developing load projections.
- Feedback to be sought from the group to inform the load projections.
- Introduction to resource options strategies and how they are used with load projections to establish future scenarios.

Meeting 3: December 2, 2024.

- Modelling plan including scenarios and sensitivity analysis.
- Evaluation methodology, including initial evaluation metrics.
- Feedback to be sought from the group to inform evaluation metrics.

Meeting 4: Late March.

- Initial modelling results.

Meeting 5: April/May.

- Draft 2025 IRP road map and recommended development plan.
- How evaluation metrics were applied and discuss each approach and the pros and cons.

Meeting 6: June.

- Share final draft recommended development plan and 2025 IRP road map.