

Terms of Reference

The following are intended to guide the Communications Sub-Committee in conducting its activities that support the overall achievement of the Greater Avalon Regional Waste Management Committee (GARWMC) mandate.

General Responsibilities

The Communications Sub-Committee is responsible for the provision of guidance and recommendations to GARWMC for issues relating to the development of a Communications Strategy for the Committee work and the Waste Management Action Plan, participate in stakeholder consultations, review press releases and provide input on specific media inquiries.

Membership

Membership of the Communications Sub-Committee shall consist of four (4) members of GARWMC as appointed at the September 24th, 2008 meeting. These members are:

- Bob Codner
- Kim Crosbie
- Shannie Duff
- Tom Hann

The Committee Chair is an ex-officio member.

In addition, the Communications Sub-Committee can request the attendance of advisors or consultants at its meetings to support, facilitate and give expert opinion on matters before the sub-committee. Advisors could be, but are not limited to, the following:

- Director of Communications, MMSB
- Department of Municipal Affairs, Communications
- Municipal staff active in Communication of municipal waste initiatives

Meetings

The Communications Sub-Committee will meet at a minimum of once a month in order to consider the components within its area of responsibility. Additional meetings will be at the discretion of the Sub-Committee.