

Mandate/Role of Panel

- The role of the panel and its members is to provide insight using their lived experiences and subject matter expertise on topics brought forward for discussion by staff regarding municipal programs, services and facilities.
- Advisory Panels are different from Committees of Council as they do not make binding decisions, pass motions or resolutions and do not provide direction to staff or Council.

Mandate/Role of Panel

- For this panel, topics brought forward by staff will be related to solid waste with the primary objective to increase waste diversion and recycling efforts and for the dissemination, review and exchange of solid waste information.
- Presentations will be made to the panel as information or to request comments or support.

What to Consider When Providing Advice?

- That decisions made impact and benefit the greatest number of residents and are not driven by personal preferences or issues.
- Understand that progress or change needs to be achieved over time.
- Recognize the need to work within available resources, such as staffing levels and budgets.

Panel Meetings

- Panel meetings are informal and minutes are not required.
- Agendas for meetings will be circulated via email by support staff approximately one week prior to the meeting.
- Meeting decorum is based on respect for all participants.
- The Chair is responsible for managing the flow of the meeting based on the agenda items and within the allocated time.

Panel Meetings

- The Panel meets two (2) times a year. Over the course of the Solid Waste Management Master Plan Update, the panel will meet more frequently.
- All meetings will take place in the Education Room at 1805 Frobisher Street.
- Support staff will co-ordinate meeting schedules.

Selection of Chair/Vice-Chair

- Since panels are comprised of citizens wishing to take part in civic life and better our community by sharing their own experiences and expertise, we encourage citizens to hold the roles of Chair and Vice-Chair.