

**TWILLINGATE - NEW WORLD ISLAND  
DEVELOPMENT ASSOCIATION**

**MARINE INFRASTRUCTURE COMMITTEE**  
**Terms of Reference**

**I PURPOSE**

- < To develop a list of marine infrastructures owned by the Twillingate - New World Island Development Association
- < To maintain a list of marine infrastructures owned by the Twillingate - New World Island Development Association which contains vital information regarding property condition, use, etc.
- < To assist the Twillingate - New World Island Development Association in the maintaining, or disposing, of its marine infrastructures through proposal development, completion of applications and lobbying government departments for necessary funding

**II ESTABLISHMENT**

- < Appointed annually by the Board of Directors at the recommendation of the Executive
- < Appointment to take place at the Directors Meeting immediately following the Annual General Meeting of the Twillingate - New World Island Development Association

**III LEADERSHIP**

- < Chairperson appointed by the Board of Directors at the recommendation of the Executive

**IV COMPOSITION & STRUCTURE**

- < Minimum of three (3) members and maximum of five (5) members
- < One (1) member must be from the Association's Executive
- < Resource person as required
  - any costs associated with resource persons must be pre-approved by the Board of Directors, or Executive acting on behalf of the Board of Directors
- < Executive Assistant, or appointee, as required

## **V LIMITS OF AUTHORITY**

< Committee shall recommend to the Executive who in turn will make recommendations to the Board of Directors

## **VI DUTIES & RESPONSIBILITIES**

< To develop a list of marine infrastructures owned by the Twillingate - New World Island Development Association

< To maintain a list of marine infrastructures owned by the Twillingate - New World Island Development Association which contains vital information regarding property condition, use, etc.

< Make recommendations to the Executive and/or Board of Directors as to necessary repairs, restoration or removal of its marine infrastructures

< To assist the Twillingate - New World Island Development Association in the maintaining, or disposal, of its marine infrastructures through proposal development, completion of applications and lobbying government departments for necessary funding

## **VII OPERATIONAL PROCEDURES**

< Meet regularly at the call of the Chairperson, or as directed by the Board of Directors, or Executive acting on behalf of the Board of Directors

< Minutes are to be recorded at all Committee Meetings

< Verbal reports will be given at Executive Meetings and at Board of Directors Meetings as deemed necessary by the Executive