

**Atlantic Canada Water and Wastewater Association
ACWWA Representative on the AWWA-Canadian Affairs Committee (CAC)
Terms of Reference
Revised December 2018**

AWWA-Canadian Affairs Committee:

The “Mission” of the “Canadian Affairs Committee” (CAC) is to support, plan, develop, and coordinate AWWA activities in Canada, with particular emphasis on the continuing improvement of inter-section liaison and the promotion of AWWA services to AWWA Canadian sections/members; to represent the issues and ideas of Canadian members and sections to AWWA; and to carry out activities to build awareness and unity of Canadians within AWWA.

The Canadian Affairs Committee (CAC) is a committee of the American Water Works Association (AWWA) reporting to the AWWA Executive Committee. CAC is comprised of five directors and five representatives from the five Canadian sections of AWWA. The committee also has three liaison members, one each from AWWA’s Water Utility Council (WUC), AWWA’s Executive Committee (EC), and the Canadian Water and Wastewater Association (CWWA), including a staff secretary.

The Canadian Affairs Committee meets twice a year.

The committee meets in June in conjunction with AWWA’s Annual Conference & Exposition. This meeting is held on Tuesday (following Monday evening’s Canadian Water Forum), 9:00 am – Noon.

The committee meets again in the fall at a location and date to be determined. The committee usually meets for dinner on Friday evening, followed by the committee meeting on Saturday, 9:00 am – 5:00 pm. Saturday’s meeting is followed with dinner. The committee sets the fall meeting date at the previous fall committee meeting.

ACWWA Representative’s Role:

The ACWWA Government Relations Director represents ACWWA as its’ representative on the AWWA-Canadian Affairs Committee. This is an official committee of AWWA.

Assist the Atlantic Canada Water and Wastewater Association in creating a diverse and inclusive membership and establishing an organizational environment that recognizes, encourages, celebrates, and effectively utilizes each individual member’s talents.

Term:

The length of term for the ACWWA Representative is three years with a maximum of two consecutive years.

Reporting Structure:

The ACWWA representative reports to the ACWWA Board on the AWWA/CAC matters.

Approved XXX