

**Full Authority**  
**19 November 2015**  
**Agenda Item: 12**

**Executive Committee**

Background

The CVCA Board was originally presented with an Executive Committee Terms of Reference for the April 16<sup>th</sup>, 2015 meeting for the members to review and provide comments or recommendations.

This opportunity provided for an in depth discussion of the merits of the proposed Committee. Subsequent to the debate, staff were directed to revise the ToR and bring it forward to the June Board meeting.

The revisions were adopted by the Board at the June meeting and the appointment of the third member of the Committee was to have occurred at the September Board meeting. This action was not completed and will be required prior to the Executive Committee meeting to fulfill its mandate.

A link has been provided to the ToR for the Board Members' convenience.

Board Decision

TP