



17 November 2020

**RE: CVCA Full Authority Board Meeting 19 November 2020 – Public Login Information & Rules**

Dear Members of Public,

The CVCA is holding a Full Authority Board meeting on **19 November 2020 at 10:30am** through the online platform Google Meets. If you would like to listen to the meeting you will need to log in using the following link and you must follow the rules set out by CVCA's Chair:

1. Link to log into the meeting: [meet.google.com/gxk-jnqa-qni](https://meet.google.com/gxk-jnqa-qni)
2. Members of the public attending the meeting shall have their device microphone muted for the duration of the meeting;
3. Members of the public shall have their device camera turned off for the duration of the meeting;
4. Due to the Closed Session prior to the Full Authority Meeting, there may be a delay to the start of the Full Authority Board. Please be patient;
5. If these rules are not adhered to by a member of the public, they may be removed from the meeting.

If you have any questions or concerns prior to the Board meeting, please contact the CVCA Administrative Office at (613) 472-3137.

Sincerely,

CVCA Staff

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