2025 Terms of Reference for the
Harbour Advocacy Committee (HAC)
of the Board of Directors

Common terms of reference applicable to all committees:

- Committee **members are subject to approval** by the Board.
- Committees are **assigned Strategic Priorities** by the Board.
- Committees **must report progress** to the Board when milestones reached, the Board requests, or at least annually.
- Committees are to produce brief **action plans or** elaborated terms of reference, as appropriate, for **information** to the Board and to **guide** Committee work.
- Committees may propose **budgets** for Board approval, or seek approval for each expenditure.
- The Board may **refer additional issues** or tasks to Committees throughout the year.

Elaborated Terms of Reference for the HAC:

- Members of the VEHS Board are *ex officio* members of the HAC, but are not obliged to participate.
- A Chair shall be selected from the non-Board members of the Committee; and a Vice-chair from amongst all members, who will serve as chair in the Chair's absence and otherwise assist the Chair.
- The chair is responsible for calling meetings inclusively to accommodate a majority of the membership and serving as meeting chair to support operation of the HAC as per the Terms of Reference.
- HAC is to be **consensus-seeking** (evidenced by lack of express objection as noted by the meeting chair), but if disagreement arises warranting formal resolution, **decisions** can be made at a duly-called meeting by a **double-majority vote** of
    - i) all committee members and
    - ii) the Board *ex officio* members, at least two of whom must be present at the meeting.
- HAC may delegate actions and authorize expenditures from the HAC budget to members, who shall report back to the HAC.
- Unlike other Committees, **external communication** of new Committee/VEHS positions is **not subject to prior Board approval**.

Committee Name & members	Strategic Priorities	Further direction
Harbour Advocacy Committee Chair--TBD, Board members (*ex officio*), ?	SP-C 2024-C2 ("MMBC"); SP-F 2024-F1 ("Issue watch/response")	Board of Directors *ad hoc*