

THE PENSION GOVERNANCE BOARD INVESTMENT COMMITTEE

Terms of Reference

- NAME:** This Committee shall be called the Pension Governance Board (PGB) Investment Committee
- STATUS:** The PGB Investment Committee operates as a committee of the Pension Governance Board under the authority of the Delegation Document Regarding Governance of the Pension Plan and of the Registered Retirement Savings Plan, Section 1.2.
- MANDATE:** To review all issues relating to the investment options available to the Pension Plan members and make appropriate recommendations to the PGB.
- MEMBERSHIP:** The Committee shall consist of at least four (4) voting persons appointed by the PGB annually:
- Appointed members
- The members of the Committee must be members of the PGB;
 - The Chair shall be selected from among the members of the Committee;
 - At least one of the members of the Committee shall be an employee group-appointed representative;
 - At least one of the members of the Committee shall be a Board-appointed representative.
- Standing members
- The Director of Human Resources shall be a voting member
- Resources
- An HR representative acting as Recording Secretary/resource
- MEETINGS:** The Committee shall meet at least four (4) times per year.
- QUORUM:** Fifty percent plus one of the total voting membership, including one employee group-appointed representative, shall constitute a quorum.
- FUNCTIONS:** It is the function of the Committee to investigate and recommend to the PGB an investment strategy that fits Plan member needs and goals. The following are functions that fall within this mandate:
1. Review annually compliance with the Capital Accumulation Plan guidelines;
 2. Review annually the investment options available to the Plan members and make recommendations to either add or delete an investment option;
 3. Review annually the performance of each of the funds or investment options available to ensure they meet the criteria set out in the Statement of Investment Policy and Procedures (SIP&P);
 4. Review annually all relevant documentation concerning the Plan; and
 5. Review annually the Committee's Terms of Reference.
- REPORTING:** The Committee shall provide an annual report to the PGB. The Committee will maintain minutes of their meetings and circulate a copy to the PGB. The Committee will periodically provide recommendations to the PGB with respect to any changes to investment options.