Attendees:

Committee Members:

Tracey Stern - Chair	Present
Bill Haines – Vice Chair	Present
Chad Buffel	Present
John Feeney	Present
Gavin Lee	Present
Andrew Branion	Present
Elaine Wright	Present
Sandra Lau	Present

Guests, Presenters and Observers:

Andrew Munn – Head of Benchmark Solutions	Present
Harri Vikstedt – Bank of Canada	Present
Andre Craig – CanDeal	Present
Andre Langevin – CanDeal	Present
Michael Clayton – CanDeal	Present
Saman Aria – CanDeal	Absent
Ruxandra Smith - CanDeal	Present
Carol Elmalem - CanDeal	Present
Gavin Morris - TMX	Absent
Jody Nguyen - TMX	Present

Quorum
The Chair confirmed quorum.

1. ### Agenda
   The agenda was approved as presented.

2. ### Conflicts of interest declarations
   No additional conflict of interest declarations were raised.

3. ### Motion to approve prior meeting minutes
   Approved.

4. ### New Committee member
   Sandra Lau was reintroduced to the Committee members.

5. **Action items from the previous meeting**
    - The Administrator sent out a communication regarding the quality of Term CORRA rates during high yield volatility
    - Subscriber notice pertaining to methodology changes taking effect in February will be sent in January to advise of these changes.

6. **Benchmark administration and regulatory update**
    - The Administrator provided the following updates:
        - Recent code release
    - Updates to various agreements

7. **Surveillance and monitoring updates**
    - The Administrator provided an impact assessment of recently proposed methodology changes.
    - An annual subscriber survey is expected to be disseminated shortly.
    - The Administrator conducted a preliminary review of its fees.

8. **Governance update:**
    - Ruxandra Smith has been appointed as designated compliance officer.
    - Bank of Canada provided an update on CORRA.

9. **Final questions or comments:**
    No further questions or comments

    The meeting ended at 11:30am EST