

CAFII Executive Operations Committee Virtual Meeting Agenda

Date: Tuesday, October 24, 2023
Chair: R. Dobbins
Location: [Virtual MTeams Meeting](#)

Time: 2:00 – 3:30 p.m. EST
Dial-In: 437-703-4263
Phone Conference ID: 669 915 109#

1. Call to Order, Welcome, and Priority Matters	2:00 p.m.	Presenter	Action	Document
a. Call to Order		R. Dobbins		

2. Consent Items	2:01 p.m.	Presenter	Action	Document
a. Consultations/Submissions Timetable				✓
b. October 2023 Regulatory Update				✓
c. Regulator and Policy-Maker Visit Plan Recap				✓
d. Summary of Board and EOC Action Items				✓
e. Board-Approved Schedule of CAFII 2023 Meetings and Events				✓
f. Board-Approved Scheduled of CAFII 2024 Meetings and Events				✓

3. Financial Management	2:02 p.m.	Presenter	Action	Document
a. CAFII Financial Statements as at September 30/23	2:02 p.m.	D. Hinnecke	Update	✓
b. Forecast for CAFII 2023 Fiscal Year as at September 30/23	2:06 p.m.	D. Hinnecke	Update	✓
c. Proposed CAFII Electronic Payables and Cheque Signing Authorities Policy	2:10 p.m.	B. Wycks	Update/ Discussion/ Endorsement	✓
d. Critical Path for Development of 2024 CAFII Operating Budget	2:16 p.m.	B. Wycks	Update	✓

4. Committees and Working Groups	2:19 p.m.	Presenter	Action	Document
a. Diversity, Equity and Inclusion	2:19 p.m.			✓ (Written Update)
i. Current Priorities and Initiatives for the Working Group	2:19 p.m.	T. Harri-Morar/ K. Martin	Update	✓
b. Market Conduct & Licensing	2:23 p.m.			
i. FSRA Significant Rewrite of “Proceeds of Enforcement Guidance,” Including to Reflect Feedback in CAFII Written Submission	2:23 p.m.	B. Kuiper/ K. Martin	Update	✓ (4)
ii. CCIR Consultation on Type and Nature of Complaints to Be Disclosed Through Annual Statement on Market Conduct (ASMC) via Complaint Report Tool (Submission Deadline: November 3/23)	2:26 p.m.	B. Wycks	Update	✓
iii. FSRA Consultation on “2024-25 Statement of Priorities and Budget” (Submission Deadline: November 13/23)	2:29 p.m.	K. Martin	Update	✓ (2)
c. Quebec/AMF Issues	2:32 p.m.			
i. Insights Gained from September 28/23 French Presentation of CAFII’s 2023 Research Results-Focused PowerPoint Deck to AMF Staff Executives in Quebec	2:32 p.m.	K. Martin	Update	✓ (2)
d. Media Advocacy	2:36 p.m.			
i. Engagement of New Media Consultant	2:36 p.m.	K. Martin	Update	✓ (3)
e. Research and Education	2:40 p.m.	A. Stuska		✓ (Written Update)
i. Launch of EOC-Approved CAFII 2023 Research Project with LIMRA on CPI’s Accessibility to and Utility for Canadian Consumer Segments	2:40 p.m.	K. Martin	Update	✓ (2)
ii. Proposal That CAFII Present Its 2023 Research Results-Focused PowerPoint Deck to Financial Consumer Agency of Canada (FCAC) Staff Executives	2:44 p.m.	K. Martin	Update/ Discussion	
f. Networking & Events	2:49 p.m.	C. Manno		✓ (Written Update)

5. Strategic and Regulatory Initiatives	2:51 p.m.	Presenter	Action	Document
a. Insights Gained from October 10/23 CAFII/AMF Informal Liaison Lunch; and CAFII/AMF 'Industry Issues Dialogue', Including: i. CAFII Plans for Further Dialogue with AMF on Spousal Insurance Issue	2:51 p.m.	K. Martin/ B. Wycks	Update/ Discussion	✓ (3)
b. Insights Gained from In-Person CAFII 2023 Atlantic Canada Insurance Regulators and Policy-Makers Visits Tour: Phase 1 (PEI and New Brunswick) and Phase 2 (Nova Scotia and Newfoundland)	2:57 p.m.	K. Martin/ B. Wycks	Update/ Discussion	✓ (2)
c. Insights Gained from October 23/23 Saskatchewan Restricted Insurance Agent Advisory Committee (RIACC) Meeting	3:03 p.m.	B. Wycks/ K. Martin	Update	

6. Governance	3:06 p.m.	Presenter	Action	Document
a. Implementation of New CAFII Management Structure, Including Development of Comprehensive "Policies and Procedures Manual"	3:06 p.m.	K. Martin	Update	
b. Plans for Document on CAFII Succession Plan	3:10 p.m.	K. Martin	Update	
c. Draft Minutes of September 19/23 EOC Meeting	3:13 p.m.	B. Wycks	Approval	✓

7. Read Only Items		Presenter	Action	Document
a. Survey of CAFII Member Companies on Distribution Methods of CPI Fulfilment Packages				✓
b. Update on Appointment of Paul Cosgrove, President & CEO, Assurant Canada, as New CAFII Board Vice-Chair				✓
c. Final Version of CISRO 2023 to 2026 Strategic Plan (Released on October 3/23)				✓ (2)
d. Insurance Council of BC 2022-2023 Annual Report (Released on October 4/23)				✓ (2)
e. Plans for In-Person/Hybrid Presentation of CAFII's 2023 Research Results-Focused PowerPoint Deck to FSRA Staff Executives on November 15/23				✓
f. Plans for October 26/23 CAFII Webinar on "Words Matter" with Elissa Gurman, MacPhie Consulting				✓

8. In-Camera Session	3:15 p.m.	Presenter	Action	Document

9. Tracking Issues and Bring-Forward Items		Presenter	Action	Document
a. AMF Consultation on Declaration of Operational Incidents				
b. FCAC: Phase 2 of Domestic Bank Retail Sales Practices Review				

Reminder: EOC Members are requested to remain after the conclusion of the open, minuted portion of each EOC meeting for an informal, unminuted *In-Camera Session* discussion involving CAFII Member representatives alone – i.e. absent CAFII management/staff – typically of 10 to 15 minutes duration

Next EOC Meeting: Tuesday, November 14/23, 2:30 to 4:30 p.m. EDT In-Person/Hybrid Meeting; Location: TBA

Next Board Meeting: Tuesday, December 5/23, 3:00 to 5:00 p.m. EDT Hosted by Scotia Insurance at 40 Temperance Street, Toronto, Ontario, to be Followed by CAFII Holiday Season/Year-End Reception at 40 Temperance Street, 10th Floor, Toronto, Ontario