

**CAFII Board Meeting Minutes  
Wednesday, December 4, 2013**

**Location: BMO Insurance  
First Canadian Place, 100 King St. W, 68<sup>th</sup> Floor, Walker Room  
Toronto, ON**

<b>Present:</b>	Julie Barker-Merz	BMO Insurance	
	Mark Cummings	ScotiaLife Financial	<i>Chair</i>
	Dave Minor	TD Insurance	
	Rick Lancaster	CIBC Insurance	
	Isaac Sananes	Canadian Premier Life Insurance Co.	
	Linda Fiset	Desjardins Financial Security Life Assurance	
	Vivianne Gauci	AMEX Bank of Canada	
	Richard Hebert	National Bank Insurance Co.	
	Rino D'Onofrio	RBC Insurance	
	Bob Zanussi	Assurant Solutions	
<b>EOC Present:</b>	Rose Beckford	ScotiaLife Financial	
	Charles Blaquiere	Canadian Premier Life Insurance Co.	
	Emily Brown	BMO Insurance	
	Andre Duval	Desjardins Financial Security Life Assurance	
	Matthew Fabian	BMO Insurance	<i>Treasurer (outgoing)</i>
	Sara Gelgor	ScotiaLife Financial	
	Moirra Gill	TD Insurance	
	Greg Grant	CIBC Insurance	
	Jennifer Hines	RBC Insurance	<i>Secretary</i>
	John Lewsen	BMO Insurance	
	Sue Manson	CIBC Insurance	
	Raja Rajaram	CIBC Insurance	<i>Treasurer (incoming)</i>
	Maria Sanchez-Chung	TD Insurance	
	Paul Yeung	RBC Insurance	
<b>Also Present:</b>	Brendan Wycks	CAFII	<i>Executive Director</i>
	Leya Duigu	T•O Corporate Services	<i>Recording Secretary</i>
<b>Regrets:</b>	Brian Wise	Assurant Solutions	
	Eleanore Fang	TD Insurance	

**1. Call to Order and Welcome**

The meeting was called to order at 2:00 p.m. M. Cummings acted as Chair, J. Hines acted as Secretary, and L. Duigu acted as Recording Secretary.

Mr. Cummings informed Board members of some changes being tested in today's meeting format. The meeting had been divided into two parts represented by separate agendas: a Consent Agenda Meeting; and a Discussion Agenda Meeting. By way of explanation, he advised that

- a Consent Agenda is a tool used to streamline meeting procedures by grouping routine, non-controversial items together, which are then approved or simply received for the record via a single motion and vote. No discussion or debate is permitted on any item on an approved Consent Agenda; and
- in contrast, a Discussion Agenda meeting includes items which are expected to require explanation and, possibly, discussion and debate. The items on a Discussion Agenda are typically Policy Issues and Decision items, as well as reports that are to be delivered verbally or require verbal updating.

#### **1.1. Review of CAFII Competition Guidelines**

Mr. Cummings reminded members that the Competition Guidelines provided in the package were adopted at the April 3, 2008 Board of Directors meeting. The practice of reviewing the guidelines at the beginning of Board meetings was adopted to ensure that the Board's deliberations adhere to the guidelines, which were briefly summarized.

#### **1.2. Approval of Consent Agenda**

On motion duly made, seconded and unanimously carried

**IT WAS RESOLVED that:**

**The consent agenda be approved as circulated.**

#### **2. Approval of Consent Items**

On motion duly made, seconded and unanimously carried

**IT WAS RESOLVED that:**

**The following Consent Agenda items be and are approved or received for the record, as indicated in the Action column beside each agenda item:**

- **Regulatory Update**
- **Executive Director's Report**
- **Proposed 2014 CAFII Meeting Calendar**

**IT WAS FURTHER RESOLVED that:**

**The Minutes of the meeting of the Board held on October 8, 2013 be and are adopted in the form presented, and that a copy of these minutes be signed and placed in the Minute Book of the Corporation.**

**3. Termination**

On motion duly made, seconded and unanimously carried

**IT WAS RESOLVED that:**

**The meeting be terminated at 2:10 p.m.**

It was noted that the Board's Discussion Agenda Meeting would immediately follow.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary