

Agenda Item 3(c)
March 24/20 EOC Teleconference Meeting

From: Keith Martin <Keith.Martin@cafii.com>
Sent: March-13-20 9:49 AM
To: Brendan Wycks <brendan.wycks@cafii.com>; Natalie Hill <Natalie.Hill@cafii.com>
Cc: Felicia Tavares <Felicia@cafii.com>
Subject: Cancelling 7 April, 2020 In-Person Board Meeting

Brendan, I have now heard from a majority of the Board and there is unanimous support for cancelling the 7 April, 2020 in-person Board meeting and converting it to a teleconference-only meeting. Here is the sequence that I propose in response:

1. I will write, copy Brendan and Natalie, a note of thanks to Andre re: 7 April, 2020; let him know that we need to cancel; tell him that Natalie will follow up about holding the meeting there on 6 October, 2020.
2. Natalie to write a note to the Board, CC EOC and Surrogates, informing them that we are cancelling the in-person meeting and turning it into a teleconference-only meeting; and appropriately updating the calendar invite. Note: teleconference numbers needed, ZOOM is not needed. **Brendan: please advise the time we should allocate, perhaps 2-4.30pm? As we are no longer holding the lunch and the shortened meeting is no longer necessary.**
3. Brendan to reach out to the AMF to explain the need to cancel our lunch/liaison session, and to ask them to set aside time on 6 October, 2020 in Quebec City.
4. Natalie to reach out to Desjardins contact to begin preparations for 6 October, 2020 meeting in Quebec.

Thanks

--Keith

Keith Martin

Co-Executive Director / Co-Directeur général

Canadian Association of Financial Institutions in Insurance

L'association canadienne des institutions financières en assurance

From: Keith Martin <Keith.Martin@cafii.com>
Sent: March-12-20 4:15 PM
To: Nicole Benson <nicole.benson@valeyo.com>; Chris Lobbezoo <chris.lobbezoo@rbc.com>; Paul Cosgrove <paul.cosgrove@assurant.com>; Andre Langlois <andre.langlois@dsf.ca>; Louie Georgakis <louie_Georgakis@canadalife.com>; Janice Farrell-Jones <janice.farrelljones@td.com>; Zack Fuerstenberg <zack.fuerstenberg@scotiabank.com>; Peter McCarthy <peter.mccarthy@bmo.com>; Sandra Rondzik <sandra.rondzik@cibc.com>; Peter Thompson <Peter.Thompson@bnc.ca>; Wallace Thompson <wallace_thompson@manulife.com>; Kelly Tryon <kelly.tryon@cumis.com>; Sophie Oulette <sophie.ouellet@sunlife.com>

Subject: Recommendation from CAFII that the 7 April, 2020 Quebec City In-Person Board Meeting and AMF Liaison Session be Cancelled due to COVID-19 Situation

Dear CAFII Board of Directors (copy EOC Members and Board Surrogates):

Yesterday morning, Brendan and I recommended cancelling the 26 March, 2020 Annual Members Luncheon due to the developments around COVID-19, which the Board supported and which has subsequently happened.

We said that we would monitor the situation carefully and follow up early next week with respect to the **7 April, 2020 Quebec City in-person Board meeting and AMF liaison session.**

Brendan and I have just conferred on this issue and the developments of the last day alone suggest to us that there is no need to wait further, and **we recommend to the Board that the in-person Board meeting and AMF liaison session be cancelled.** We will attempt to reschedule a Board meeting in Quebec (Montreal or Quebec City) for the 6 October, 2020 Board meeting, and have the liaison lunch and session with the AMF on that date.

For clarity, we recommend that the 7 April, 2020 Board meeting can still proceed, but as a teleconference meeting only.

Cancelling now will allow us to share this information without further delay with the AMF.

Please confirm if you agree with this recommendation.

RECOMMENDATION TO CANCEL THE IN-PERSON 7 APRIL, 2020 BOARD MEETING IN QUEBEC CITY, ALONG WITH THE LIAISON MEETING WITH THE AMF

Agree _____

Disagree _____

Keith Martin

Co-Executive Director / Co-Directeur général

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