



1/18/2022

CRC Committee Minutes

Minutes of January 18, 2022

ATENDING DIRECTORS:

Nancy Brown, Chair

Dave Rutherford

Richard Barrett,

John Kernaghan

ATENDING STAFF:

Alec Harmer, President

Barbara Dinnage,
CORPORATE SECRETARY

MISSION

“To protect our future as if it’s our own”

VISION

“Our family striving to provide you with peace of mind by protecting your tomorrows today”

Opening of the Meeting

Nancy Brown, Chair, brought to virtual meeting to order at 12:30 p.m.

CRC Policy

The committee reviewed the policy. There are no changes to the policy.

Related Parties

Barb has questionnaires on related parties returned, with no issues found on the ones received.

Management Duties

- a. Changes to the document – There were no changes to the management document.
- b. Letter to CRC from management – Management provided the CRC with a letter indicating no related party transactions of a material nature took place during 2021.
- c. Outstanding items – Four Questionnaires to be received.
- d. Reviewed cheque listing.

Related Party Transactions

- a. Identifying transactions – Management told the CRC how they review transactions to identify related party transactions. They found none.

Questions

Is there a conflict with Director/Adjuster? Do other mutuals have director/adjusters?

HTM used a template for our conduct review policy from OMIA, where it was reviewed by a lawyer. It was strongly recommended that a director who is also acting as an adjuster not be on the Conduct Review Committee. There are challenges to having a dual role. Van is our only director that adjusts claims. The committee members on the Conduct Review Committee are the

same as the Audit Committee. In this case, Van is on the audit committee, but did not sit in on the Conduct Review Committee taking into account his adjuster duties.

Adjournment of the meeting

The meeting adjourned at 12:58 pm.