

## ***Record of Decisions***

**Trustees Meeting #19**

**2003 02 21**

*On a motion by Dennis Blatchford, seconded by Neil Wilkinson , the Trustees approved the amendments to the Barclay's Investment Counsel Agreement and authorized Faye Strike and Kevin Skerrett to sign the amendment.*

*On a motion by Dennis Blatchford, seconded by Shirley McVittie, the Trustees received the Mercer proposal [regarding the cost and time requirement to perform the calculations for members who applied to transfer in pension values form other pension plans] and will request a written proposal from Morneau Sobeco to be submitted in advance of the next Trustees meeting.*

The Trustees established Committee membership going forward:

### ***Investment Committee***

Kathryn Butler Malette (chair)  
Marcel Leclair  
Alice Mannion  
Dennis Blatchford

### ***Administration Committee***

Kevin Skerrett (chair)  
Shirley McVittie  
Faye Strike  
Neil Wilkinson

*On a motion by Shirley McVittie, seconded by Faye Strike, the Trustees approved the amended Statement of Investment Policies and Procedures, including the new contribution rates, effective March 2003, of 5% for members and 7% for CBS.*

*On a motion by Faye Strike, seconded by Shirley McVittie, the Trustees approved requesting monthly Financial Statements from Royal Trust.*

*On a motion by Dennis Blatchford, seconded by Neil Wilkinson, the Trustees approved a monthly flat fee effective April 1, 2003 of \$14,410.*

*On a motion by Dennis Blatchford, seconded by Shirley McVittie, the Trustees approved communicating to terminated members both the commuted value from September 28, 1998 onward plus any pension buyback; and the value that might be payable if the application of the amendment is approved by CCRA, with an option to proceed immediately on the first basis or after the CCRA decision on the second basis if CCRA approves application of Amendment #5 to individuals who have transferred their commuted value out of the Red Cross pension plan.*

*On a motion by Neil Wilkinson, seconded by Dennis Blatchford, the Trustees approved reimbursement to CBS of \$238,306.91 for expenses paid on behalf of the Plan.*

*On a motion by Shirley McVittie, seconded by Faye Strike, the Trustees approved an increase in the audit fee from \$6,200 to \$7,680 [reflecting more stringent audit requirements].*

*On a motion by Faye Strike, seconded by Dennis Blatchford, the Trustees established a working group of Sylvain Poirier, Sue Philpott and Vicky Grabb to review the plan expenses to be included in determining the rate of return for Money Purchase Feature accounts and make a recommendation to the Trustees.*

*On a motion by Dennis Blatchford, seconded by Shirley McVittie, the Trustees authorized Kevin Skerrett and Faye Strike to sign the Valuation Report and Mercer to file it.*

## Record of Decisions

Trustees Meeting #20

2003 06 06

*On a motion by Shirley McVittie, seconded by Marcel Leclair, the Trustees directed that for 2003 and subsequent years, the financial statements take the form of Pension Plan Statements, with the liabilities presented as a financial statement of obligations.*

*On a motion by Neil Wilkinson, seconded by Shirley McVittie, the Trustees approved and received the financial statements.*

*On a motion by Marcel Leclair, seconded by Kathryn Butler Malette, the Trustees directed that a RFP process be conducted for plan auditor for a term of five years, subject to annual confirmation and that bidders be required to disclose any relationship with current service providers.*

*On a motion by Shirley McVittie, seconded by Marcel Leclair, the Trustees approved delaying Annual Member Statements until September or October 2003 to allow service transferred from Red Cross to be included.*

*On a motion by Dennis Blatchford, seconded by Shirley McVittie, the Trustees directed that the comparison of members to the list be conducted annually, with the next review being conducted at March 31, 2004.*

*On a motion by Shirley McVittie, seconded by Kathryn Butler Malette, section 4.02 of the Service Agreement with Morneau Sobeco was amended to specify that the [Service] Agreement [with Morneau Sobeco] will terminate if agreement to renew is not reached by January 1, 2006.*

*On a motion by Shirley McVittie, seconded by Kathryn Butler Malette, the Trustees directed that members who have received actuarial costings [with respect to a transfer into the Plan] to date be given 30 days to make a decision, failing which they will not be permitted to transfer service from the previous employer plan and that future actuarial costings [with respect to a transfer into the Plan] be communicated to members with a 60-day decision deadline.*

*On a motion by Neil Wilkinson, seconded by Shirley McVittie, the Trustees approved in principle amending the Plan Text to specify that interest would be credited based on a rate equal to the average yield of personal 5-year fixed term chartered bank deposit rates over a 12-month period ending on the last day of the immediately preceding calendar year.*

*On a motion by Dennis Blatchford, seconded by Marcel Leclair, the Trustees accepted the Morneau Sobeco proposal to conduct actuarial costings required in the cases of applications to transfer in service from a previous employer pension plan.*

*On a motion by Shirley McVittie, seconded by Neil Wilkinson, Koskie Minsky was requested to draft the plan amendment required to permit Morneau Sobeco to determine the actuarial cost of transferring service into the pension plan from a previous employer pension plan.*

*On a motion by Shirley McVittie, seconded by Kathryn Butler Malette, the Trustees directed that the commuted value on termination of the service transferred into the Plan be not less than the amount of money transferred to the CBS DB Plan in respect of that service.*

*On a motion by Shirley McVittie, seconded by Marcel Leclair, the Trustees authorized Kevin Skerrett and Kathryn Butler Malette to accept the transfer of \$34,746,000 from Red Cross, along with the liability for pensionable service prior to September 28, 1998 for members who became CBS employees on that date or who transfer with the Plan in accordance with the terms of the Court Order.*

*On a motion by Neil Wilkinson, seconded by Shirley McVittie, the Trustees authorized Kathryn Butler Malette and Kevin Skerrett to sign an amendment to the Investment Management Agreement with Murray Johnstone to recognize that the firm is now known as Aberdeen and the acknowledgement and agreement to the name change. All other terms of the agreement remain in force and effect.*

*On a motion by Shirley McVittie, second by Marcel Leclair, the Trustees approved the methodology recommended by Mercer for determining the MPF rate of return, the resulting rate of return for 2002 of -5.58%, and directed that it be used in future years, subject to annual review of appropriateness.*

*On a motion by Neil Wilkinson, seconded by Shirley McVittie, the Trustees approved reimbursement to CBS of \$294,458.37 for expenses paid on behalf of the Plan.*

*On a motion by Shirley McVittie, seconded by Kathryn Butler Malette, the Trustees approved an amendment to the Plan Text to specify that members who terminate at age 55 or older will be offered the option of an immediate or deferred pension. Such members will not be offered a commuted value.*

*On a motion by Dennis Blatchford, seconded by Shirley McVittie, the Trustees directed that the following firms be invited to submit proposals to provide actuarial services to the CBS Defined Benefit Pension Plan: AON, Buck, Eckler, Manion Wilkins, Mercer and Morneau Sobeco.*

## Record of Decisions

Trustees Meeting #21

2003 09 12

*On a motion by Shirley McVittie, seconded by Faye Strike, the Trustees directed* (1) that an insert be prepared and 1,600 copies printed in black and white; (2) that the booklet be reviewed and revised; (3) that the revised booklet be placed on the web site in PDF format; and (4) that the revised booklet be prepared for print production.

*On a motion by Shirley McVittie, seconded by Faye Strike, the Trustees requested* Mercer to select a small sample of DC plan members, to calculate the actuarial cost for each to transfer to the DB plan and to compare this estimate with the member's DC account balance at a cost of \$5,500.

*On a motion by Dennis Blatchford, seconded by Kathryn Butler Malette, the Trustees reappointed* Deloitte & Touche as auditors for the CBS DB pension plan for 2003.

*On a motion by Shirley McVittie, seconded by Faye Strike, the Trustees approved* an amendment to the Plan to specify that the rate of interest credited on required contributions for terminating members will be the highest rate resulting from the calculations according to the methodologies specified in various provincial pension statutes.

*On a motion by Dennis Blatchford, seconded by Marcel Leclair, the Trustees approved* amendment number seven which defines "actuary" to be any firm of actuaries with at least one member who is a Fellow of the Canadian Institute of Actuaries and who is appointed by the Trustees to provide actuarial services; and which clarifies that Best Average Earnings means the average of the highest five *consecutive* years earnings.

*On a motion by Denis Blatchford, seconded by Faye Strike, the Trustees approved* amending the Investment Management Agreement with Aberdeen to specify that Aberdeen will maintain insurance in the amount of £50 million.

*On a motion by Faye Strike, seconded by Shirley McVittie, the Trustees approved* Terms of Reference regarding the outstanding pension buy back issues under Schedule 2.1 of the Mediated Settlement Agreement approved by the Ontario Superior Court May 19, 2000 and agreed to name Trustees as members of the Management Committee from time to time.

*On a motion by Marcel Leclair, seconded by Dennis Blatchford, the Trustees directed* Royal Trust to reimburse \$152,841.02 to Canadian Blood Services for expenses paid by CBS on behalf of the DB pension plan.

*On a motion by Dennis Blatchford, seconded by Marcel Leclair, the Trustees selected* Mercer Human Resources Consulting as Plan Actuary, subject to satisfactory contract negotiations.

## **Record of Decisions**

**Trustees Meeting #22**

**2003 12 05**

*On a motion by Dennis Blatchford, seconded by Shirley McVittie, the Trustees approved the revised Statement of Investment Policies & Procedures.*

*On a motion by Shirley McVittie, seconded by Neil Wilkinson, the Trustees approved the appointment of KPMG as auditor for the 2003 financial statements, subject to the co-chairs being satisfied with the selection process and the ability of KPMG to conduct the audit.*

*On a motion by Shirley McVittie, seconded by Marcel Leclair, the Trustees approved payment to CBS of \$130,550.07 in reimbursement for expenses paid by CBS on behalf of the plan.*

*On a motion by Dennis Blatchford, seconded by Neil Wilkinson, the Trustees approved an amendment to the contract for Vicky Grabb's services as project manager to be between the Trustees and Vicky Grabb, rather than with Campbell Grabb Management Consultants, Inc. and authorized the co-chairs to sign the contract.*