

**HALIFAX REGIONAL MUNICIPALITY PENSION COMMITTEE MEETING**  
**Thursday, September 24, 2020**  
**Microsoft Teams Meeting**  
**9:00 am – 12:30 pm**

**Members:** Dan White, IAFF, Co-Chair  
Britt Wilson, Management, Co-Chair – acting on behalf of John Traves  
Jane Fraser, Management  
Jerry Blackwood, Management  
Mike Sampson, Management  
Ray MacKenzie, ATU  
R. Scott MacDonald, HRP  
Dwayne Tattrie, CUPE 108  
Andrew Bone, NSUPE  
Greg MacKay, NUMEA

**Alternates:** Renée Towns, Management  
Jason Snow, HRP  
Steve Blackmore, CUPE 108  
Cameron Deacoff, NSUPE  
Melanie Gerrior, NSUPE  
Steve Higgins, Management  
Jack Dragatis, ATU  
Jon Beer, HRP  
Nicole Evenden, Management

**Participating Employers:** Anne Patterson, HRCE  
Arne Buchanan, Zatzman Sportsplex

**Staff:** Robert Ritchie, CEO  
Lisa Tanner, Director, Plan Member Services  
Mark Whidden, Director, Pension Management  
Matt Leonard, Director, Finance & Operations  
Darin Eddy, Director, Public Markets  
Vishnu Mohanan, Director, Private Investments  
Paula Boyd, Director & Chief Pension Officer

**Guests:** Joe Kaiser, President, NSUPE 13  
Dee Vipond, NSUPE 13  
Philip Churchill, Eckler  
Mary Kate Archibald, Eckler  
Andrew Rosen, Kainos Capital  
Rob Ruegger, Kainos Capital  
Kim Homa, Kainos Capital  
Julie Sanders, Kainos Capital

An In-Camera meeting was held on September 23<sup>rd</sup> from 2:00pm to 3:00pm.

**1. Call to Order**

Mr. White called the meeting to order at 9:05am.

**2. Approval of Agenda**

Mr. Bone added item number 6.1.2. to the agenda, 'Training & Education Budget Review'.

***Moved by Ray MacKenzie and seconded by Andrew Bone to approve the agenda as amended. Motion put and passed.***

**3. Approval of Minutes, June 11, 2020**

***Moved by Andrew Bone and seconded by Ray MacKenzie to approve the June 11, 2020 minutes as presented. Motion put and passed.***

**4. CEO Update**

Mr. Ritchie presented the CEO Update to the Committee. He provided an update on the Pension Office operations, second quarter investment results, and the continued impact of COVID-19 on the investment markets.

Mr. Sampson asked if the Pension Office would be open to plan members when staff return to the office. Mr. Ritchie replied that the office would continue to be closed to the public (plan members and visitors) at this time. However, the Plan Member Services team is available and able to deliver services through phone calls and electronic means.

**5. Governance Review**

**5.1. Committee Self Monitoring**

5.1.1. Process

5.1.2. Performance

Mr. White asked the Committee if there were any points to discuss, no points were raised.

**5.2. Governance Policy Review – Committee-Management Delegation**

5.2.1. Global Governance-Management Connection

5.2.2. Unity of Control

5.2.3. Accountability of the CEO

***Moved by Jane Fraser and seconded by Mike Sampson to approve the above policies as presented. Motion put and passed.***

**5.3. Governance Policy Review – Executive Limitations**

5.3.1. Financial Condition and Activities

5.3.2. Service Providers

5.3.3. Investment

5.3.4. Communication and Support to the Committee

Mr. Leonard reviewed each policy. In the Communication and Support report, Mr. Whidden provided an update on the upcoming changes to the Canadian Institute of Actuaries ('CIA') commuted value standards. Effective December 1, 2020, the CIA are revising the methodology that is used to determine a defined benefit pension plan member's commuted value. It is anticipated that the changes to the methodology will not have a material impact on commuted value calculations for our Members.

***Moved by Ray MacKenzie and seconded by Andrew Bone to approve the above policies as presented. Motion put and passed.***

## **6. Training & Education Update**

### **6.1.1. Budget Update**

Mr. Bone presented the Committee with an update on the training & education budget expenditures to date. He encouraged all Committee members to take advantage of any virtual training that is available. The Pension Office has been circulating some of these opportunities via email.

### **6.1.2. Training & Education Budget Review**

Mr. Bone referred to a request from the June Committee meeting to have the Training & Education Sub-Committee revisit the annual training budgets for Committee members. In light of COVID-19 and travel restrictions, the Sub-Committee will hold off on reviewing the budget allotments until there is stabilization, travel opens up and in-person conferences begin again.

## **7. Plan Member Services Update**

### **7.1.1. Report on Service Standards – Q2 2020**

Ms. Tanner presented the Service Standard Reports for Q2. In Q2, there were a total of 138 calculations processed, with 97.1% completed within the service standards. This was an increase from 94.8% in the previous quarter.

## **8. 2019 Actuarial Valuation Report**

Mr. Churchill from Eckler presented the December 31, 2019 actuarial report to the Committee. He noted that the report is complete and ready to be filed with the regulators. There was one slight change to results from what was presented at the June Committee meeting. The minimum special payment was 0.2% of payroll lower than previously presented. It was noted that current contribution rates are sufficient to meet minimum contribution requirements. Under the new funding rules, the going concern discount rate as of December 31, 2019 is 6.25% and the next actuarial valuation does not need to be filed with regulators until December 31, 2022.

***Moved by R. Scott MacDonald and seconded by Britt Wilson to accept and file the December 31, 2019 actuarial valuation report as presented. Motion put and passed.***

## **9. Long-Term Planning Update**

Mr. White mentioned to the Committee that he has met with and presented a long-term planning presentation to three of the unions so far (NSUPE, Fire and Police). He will be meeting with ATU and CUPE soon.

Ms. Archibald from Eckler provided the Committee with an update on Long-Term Planning. Ms. Archibald reminded the Committee of the objectives and progress made since the 2018 study. The review was temporarily paused after 2018 to await the new Nova Scotia funding rules. Once the new Nova Scotia funding rules were released in February 2020, work began again to update and refresh the

review. Eckler provided the Long-Term Planning Committee ('LTPC') with the results of the 2020 update to the study at their August 5, 2020 meeting.

Ms. Archibald provided the Committee with three different scenarios for the key financial metrics and their results compared to established targets.

During the review the Committee asked questions and the Pension Office and Eckler provided responses to those questions.

The next meeting of the LTPC is scheduled for October 27, 2020.

**10. Education Session**

Kainos Capital made a presentation to the Committee titled ESG: Perspectives from a Food and Consumer focused Private Equity Investor.

**11. Other Business**

Mr. White notified the Committee of Marlinda Mooney's resignation as Alternate for NUMEA. Mr. MacKay said a new Alternate for NUMEA will be chosen at their next election.

**12. Dates of Next Meetings**

Mr. White mentioned the Annual General Meeting to be held virtually on Monday September 28<sup>th</sup> at 5:30pm and encouraged all Committee members to attend. He also mentioned the next Long-Term Planning Committee meeting on October 27<sup>th</sup> and the next Pension Committee meeting on December 10<sup>th</sup>.

**13. Adjournment**

*Moved by Jane Fraser to adjourn the meeting at 12:05pm. Meeting adjourned.*



Dan White, Co-Chair