



## REPORT FOR INFORMATION

### Minutes from the Executive Compensation & HR Committee Meeting held August 26, 2020

**Date:** October 23, 2020  
**To:** Toronto Atmospheric Fund Board of Directors  
**From:** Board Chair

#### MEETING MINUTES

---

##### 1. Welcome, introductions, acknowledgements, land acknowledgement

The Committee Chair, Parminder Sandhu, welcomed Committee members and attendees and called the meeting to order.

##### 2. Review of Agenda

*(August 25, 2020) Meeting Agenda, submitted by Parminder Sandhu, Chair.*

The Chair thanked Maggie Yue Chi for her contribution to support the work of the committee, especially her role in the CEO Performance Review and the CEO contract update.

##### 3. Declarations of Interest pursuant to the *Municipal Conflict of Interest Act*

None declared

##### 4. CEO Contract Update

*(Confidential - security of the property of the Board)*

*(August 25, 2020) Summary by city lawyer Jennifer Morgante*

- Decision to delay contract update as recommended by legal counsel.
- Decision to instruct Clerk's office to include CEO Performance Review as a standing agenda item for the appropriate Board meeting agenda.
- Decision to prepare an annualized Board calendar including CEO Performance Review, Business Plan, Strategic Plan Review, etc.

## 5. Compensation Study

*(Confidential - security of the property of the Board)*

- Decision to continue with the Compensation Study.
- Committee to review scope and methodology of Compensation Study upon preparation by staff.
- Direct staff to include foundations as comparator organizations.

## 6. Organizational Development

*(Confidential - security of the property of the Board)*

- Committee to review leadership development, employee retention/turnover management upon completion by TAF management.
- Committee to review report from TAF management related to succession planning and talent assessment in light of increase in endowment as a result of the federal funds.

## 7. Performance Management and Annual Objective Setting

*(Confidential - security of the property of the Board)*

- Committee to review current policies and practices related to performance management upon completion by TAF management
- Decision to include annual CEO objective setting as part of annual performance review process

## 8. Inclusiveness & diversity considerations in Programs & Grants Committee and Investment Committee decision making

*(Confidential - security of the property of the Board)*

Item postponed until next committee meeting

## 9. Board Engagement

*(Confidential - security of the property of the Board)*

Item postponed until next committee meeting

## Attendance and Meeting Sessions

Date and Time	Quorum	Members
2020-08-26 1:00-1:02pm (Public Session)	Present	<i>Present:</i> Parminder Sandhu (Chair), Karim Bardeesy, Councillor Shelley Carroll, Councillor Mike Layton

2020-08-26 1:02pm – 2:00pm (Closed)	Present	<i>Present:</i> Parminder Sandhu (Chair), Karim Bardeesy, Councillor Shelley Carroll, Councillor Mike Layton
2020-08-26 2:00-2:03pm (Public Session)	Present	<i>Present:</i> Parminder Sandhu (Chair), Karim Bardeesy, Councillor Shelley Carroll, Councillor Mike Layton

## CONTACT

---

Jaime Klein, Operations Lead, [jklein@taf.ca](mailto:jklein@taf.ca)