



## REPORT FOR INFORMATION

### Draft Minutes of the Human Resources Committee meeting held April 25, 2025

#### MEETING DETAILS

---

MEETING DATE	April 25, 2025	CONTACT	Jaime Klein, Senior Manager, People and Operations
START TIME	11:00 am	EMAIL	jklein@taf.ca
LOCATION	MS Teams	CHAIR	Andrew Dooner

#### MEETING MINUTES

---

##### 1. Annual Cost of Living Adjustment for CEO

Decision Type: ACTION

Status: ADOPTED

Summary:

The Committee discussed the timing for the CEO's annual cost-of-living adjustment (COLA) and confirmed that it should align with the schedule in place for all other staff, reflecting the rate in the Board-approved budget. For 2025, the COLA will be implemented in May with retroactive pay to January 1.

Motions:

*Motion that the CEO's annual cost-of-living adjustment (COLA) be implemented effective January 1 of each year, in alignment with the timing for all other staff, and consistent with the COLA rate approved in the annual budget by the Board at its final meeting of the prior year moved by Andrew Dooner (**Carried**)*

##### 2. CEO Performance Review Process

Decision Type: DISCUSSION

Status: DISCUSSED

Summary:

The Committee discussed the process for setting the CEO's objectives and measuring performance against those objectives.

##### 3. HR Committee Membership

Decision Type: DISCUSSION

Status: DISCUSSED

Summary:



The Committee discussed current membership and noted the need for an additional member to meet the requirements outlined in the Committee terms of reference.

#### **4. Operational HR Overview**

Decision Type: DISCUSSION

Status: DISCUSSED

Summary:

The Committee discussed overall HR matters. Management reported that operations are running smoothly with no issues to note.

### **PROCEDURAL ITEMS**

---

#### **Welcome, Introductions**

No comments

#### **Land Acknowledgement**

The Chair acknowledged that the Board of Directors of the Toronto Atmospheric Fund was meeting on the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. The Chair also acknowledged that Toronto is covered by Treaty 13 with the Mississaugas of the Credit.

#### **Review of Agenda**

No changes

#### **Declarations of Interest**

Nil

### **MEETING SESSIONS**

---

Session	Start Time	End Time	Public or Closed Session
A	11:00 am	11:40 am	Public

### **ATTENDANCE**

---

Session	Quorum	Members
A	Present	<i>Present:</i> Andrew Dooner (Chair), Parminder Sandhu <i>Not Present:</i>

Also present, non-members:

Fatima Crerar, VP Strategy & Partnerships, TAF

Jaime Klein, Senior Manager People & Operations, TAF