

## Annual Meeting of the Board of Directors

DISCOVERY CENTRE  
1215 LOWER WATER STREET  
HALIFAX (NS), CANADA  
GHOSN MULTIPURPOSE ROOM

Teleconference Information for Directors and Staff: 1-877-876-9174; Conference ID: WCI

Note: Members of the public may comment on items on the agenda prior to Board consideration of the item. The Chair may limit the amount of time allocated for comment on a particular issue and/or for each individual speaker. Members of the public who provide comment shall be asked to provide their name and affiliation to ensure transparency and for proper recording in the minutes of the meeting.

THURSDAY, NOVEMBER 7, 2019 – 1:00 PM ATLANTIC

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### Convene Public (open) Meeting of the Board of Directors and Establish a Quorum

Welcome and call to order  
Roll call and establish a quorum of Directors  
Review agenda and approve any modifications

**Note:** The following agenda items may be heard in a different order at the Board meeting.

- I. **Consideration of approval: Board Meeting Minutes**  
*Attachment 1a: May 14 Board Meeting Minutes\_English*  
*Attachment 1b: May 14 Board Meeting Minutes\_French*
  
- II. **Corporate Policies**  
Annual review and execution of the WCI, Inc. Ethical Guidelines and Conflict of Interest Policy for all Directors.  
*Attachment 2a: Ethical Guidelines and Conflict of Interest Policy\_English*  
*Attachment 2b: Ethical Guidelines and Conflict of Interest Policy\_French*
  
- III. **Election of Corporate Officers and Appoint Standing Committee Members for 2019-2020**
  - a. **Officers**  
Nominations for Officers, followed by the presentation of the following resolution:  
*RESOLVED that the following-named persons are elected to the offices set forth beside their respective names, to serve until the next annual meeting of the Directors and until their successors are duly elected and qualified:*  
**Chair:**  
**Vice Chair:**  
**Treasurer:**  
**Secretary:**

**b. Standing Committee Members**

**i. Executive Committee**

Discussion of the purpose of the Executive Committee and its powers under the By-Laws. Per the By-Laws, membership of the Executive Committee shall consist of the four corporate officers and additional Class A directors as approved by the Board. The discussion shall be followed by the presentation of the following resolution:

*RESOLVED that the additional Class A Director(s) shall be approved to serve on the Executive Committee until the next annual meeting of the Directors:  
[Names: Only list the Additional Class A Director(s)]*

**ii. Audit Committee**

Discussion of the purpose of the Audit Committee and its powers under the By-Laws, followed by presentation of the following resolution:

*RESOLVED that the Audit Committee shall comprise the following Directors:  
[Names: At least 2-6 Directors per the By-laws]*

**iii. Finance Committee**

Discussion of the purpose of the Finance Committee and its powers under the By-Laws, followed by presentation of the following resolution:

*RESOLVED that in addition to Treasurer who shall serve as the Chair of the Finance Committee per the By-Laws, the Finance Committee shall also comprise the following Directors: [Names: At least 2 Directors per the By-laws]*

**IV. Finance Committee Report**

- a. Presentation of Treasurer's annual evaluation of compliance with Funds Management Policy.

*Attachment 4a: Treasurer's Report on Compliance with the Funds Management Policy\_English*

*Attachment 4b: Treasurer's Report on Compliance with the Funds Management Policy\_French*

- b. Finance Committee presentation of the 2020 budget.

*Attachment 4c: 2020 Budget and Projected Expenses for 2021\_English*

*Attachment 4d: 2020 Budget and Projected Expenses for 2021\_French*

**V. Adjourn the Public (open) Session of the Board Meeting**