



Municipal Advisory Corporation Inc.

La Corporation Consultative aux Municipalités Inc.

MINUTES

Board of Directors Meeting

October 18, 2019 @ 10:00 am

Sale Le Bon temps

Le Centre communautaire Sainte-Anne

715 Priestman Street, Fredericton, NB

Present: Chris Spear, President
Paul Maguire, Treasurer
Joanie McGraw, Director
Claudette MacLean, Director
Brenda Cormier, Director
Brenda L. Knight, Secretary

Regrets: Peter Michaud, Vice-President
Pam Robichaud, Director
Paul Lang, Director

In Attendance: Joel Drolet, President, Goguen Champlain Financial Services
Phyllis Léger, Vice-President, Goguen Champlain Financial Services
Catherine LeBlanc, Goguen Champlain Financial Services

1. Call to Order and Welcome

Chris Spear, President called the meeting to order at 10:05 a.m. and welcomed everyone to the meeting.

2. Approval of Agenda

It was moved by Claudette MacLean and seconded by Paul Maguire that the agenda for the October 18, 2019 Board Meeting be approved as circulated.

Motion Carried.



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3. Approval of Minutes – June 5th 2019

It was moved by Brenda Cormier and seconded by Claudette MacLean that the minutes of the June 6, 2019 Board of Directors Meeting after the AGM be approved as circulated. **Motion Carried.**

4. Business Arising from the Minutes

(a) Policies and By-law Review

It was moved by Paul Maguire, seconded by Claudette MacLean that the review of the Policies and By-Law sent by the Secretary to the Board members be tabled until the next MAC Board Meeting. **Motion Carried**

(b) 2019 Education Day

Joel Drolet advised that Tim Bell will be presenting a session on “Workplace Violence” and Anthony Klefas will present the “UNB Online Resiliency Training Program”. It was noted that one of the morning presenters could not make the session and it was suggested that Sally Wells, a consultant on wellness could be contacted to present in their place. Joel and Phyllis to follow up. Joel advised that Liette Mailman from Assumption Life will end the day with a session on “Case Management Trend

5. Financial Report to September 2019

(a) Financial Statements

Paul Maguire reviewed the Financial Statements to September 30, 2019

It was **moved** by Paul Maguire **seconded** by Brenda Cormier that the Financial Report be approved as of September 20, 2019. **Motion Carried**



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6. **Correspondence**

The Secretary advised there was no correspondence to discuss.

7. **New Business**

(a) **Renewal**

Highlights of the presentation by Joel Drolet included:

- Experience / 2020 Renewal Review
 - Life Insurance
 - Accidental Death & Dismemberment
 - Critical Illness
 - Dependent Life
 - Short Term Disability
 - Long Term Disability
 - Health Insurance
 - Dental Insurance
 - All Benefits
- Estimated 2019 Retention Report (end June & September)
- Pooling
- Premium Holiday
- Investment of Surplus

Motion to Accept 2020 Renewal

It was moved by Claudette MacLean, seconded by Joanie McGraw that the MAC Board accept the 2020 renewal as presented and to include the improvement of all benefits.

Motion Carried.

(b) **EFAP Q2 Report Review – Homewood Health**

Highlights of the presentation by Natacha Riopel included:

- Utilization Overview
 - Utilization by municipality



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- Utilization by municipality population
- Client Category
- Types of Services Uses
 - Repeat Cases
 - Life Smart Usage
 - Wellness Session Workshops
- Counselling Services by Category
 - 2019 Counselling Presenting Issues
 - Online Services
- Organizational Services

Updates:

- New Account Manager – Melinda Howe based in Halifax, NS
- Partnership with Assumption Life for disability management
- Partnership with Equitable Life – Oct 1 2019
- Safeguard: online crisis intervention training and certificate – Q4 2019
- Power BI – enhanced reporting capabilities for larger groups
- Online courses being updated and moved to a LMS platform
- Mindfulness solution for EFAP – online and mobile

Summary:

- Increase in number of cases as well as employee count.
- Psychological counselling continues to be the main drive of EFAP utilization. Anxiety, stress and depression in particular.
- Some usage of online services – hoping online CBT will help employees become more comfortable with Homeweb.
- Good uptake of online CBT.

Motion to Accept 2020 EFAP Rate Renewal

It was moved by Joanie McGraw, seconded by Paul Maguire that the EFAP rate for 2020 is \$45.00 for municipalities who are members of MAC and \$50.00 for non-participating municipalities. **Motion Approved**



(c) Voluntary Benefits - Assumption Life

Highlights of the presentation by Tina Soucy included:

- Advantages of the Program:
 - Education
 - Accessibility
 - Voluntary benefit plans offer additional insurance with no additional administration to the employer
 - Billing is done directly by Assumption Life to the employee
 - Dedicated email address and 1-800 number

- Next Steps:
 - Assumption Life to include personalized communication with each renewal letter for the municipalities
 - Create a brochure and communication materials for employees
 - Create landing page to include on each municipalities intranet site

8. Reports

Secretary Brenda Knight advised that there were no reports submitted.

9. Date and Location of Next Meeting

The next meeting of the Board of Directors will take place on Friday, February 21, 2020 at the Assumption Life Building in Moncton, NB.

10. Adjournment

There being no further business, on motion by Brenda Cormier and seconded by Claudette MacLean the meeting adjourned at 2:35 p.m.

Respectfully submitted,

Brenda L. Knight
Secretary



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