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|                     |                                                                                  |
| <b>Date:</b>        | Sunday January 10, 2021                                                          |
| <b>Time:</b>        | 7:30 pm                                                                          |
| <b>Location:</b>    | Teleconference                                                                   |
| <b>Chair:</b>       | Kelly McCrae                                                                     |
| <b>Timekeeper:</b>  |                                                                                  |
| <b>Minutes:</b>     | Cathie Gillespie                                                                 |
| <b>Attachments:</b> |                                                                                  |
| <b>Attendees:</b>   | Aimee Lococo-Sarabura, Kelly McCrae, Mike Barbour, Cathie Gillespie, Guy Debroux |
| <b>Regrets:</b>     | Trevor Cowan                                                                     |
| <b>Purpose:</b>     | BTSC board meeting                                                               |
| <b>Process:</b>     | Team discussion and decision making per agenda                                   |
| <b>Outcome:</b>     | Clarity and alignment on priorities and actions                                  |

## Proposed Agenda Items

1. Approve Agenda and declaration of Conflicts
2. Approve and discuss minutes from December 21, 2020 meeting
3. Pandemic updates
  - a. Staffing plan
  - b. HP training
4. Directors roles and terms - deferred
5. Board direction through 2021
6. Board committees
  - a. Updating, Chairs, terms of reference etc
7. In Camera - deferred

## Agenda Results and Minutes

| <b>1. Approve the Agenda and Declaration of Conflicts (All)</b> |                                                   |  |
|-----------------------------------------------------------------|---------------------------------------------------|--|
| Motion:                                                         | To accept the agenda and declaration of conflicts |  |
| Moved by:                                                       | Kelly                                             |  |
| Seconded by:                                                    | Guy                                               |  |
| Carried:                                                        | All in favour                                     |  |
| <b>Minutes:</b>                                                 |                                                   |  |

| <b>2. Approve the minutes from December 21, 2020</b> |                                               |  |
|------------------------------------------------------|-----------------------------------------------|--|
| Motion:                                              | To approve the minutes from December 21, 2020 |  |
| Moved by:                                            | Kelly                                         |  |
| Seconded by:                                         | Guy                                           |  |
| Carried:                                             | All in favour                                 |  |
| <b>Minutes:</b>                                      |                                               |  |

| <b>3. Pandemic Updates</b>                                                                                              |  |  |
|-------------------------------------------------------------------------------------------------------------------------|--|--|
| Motion:                                                                                                                 |  |  |
| Moved by:                                                                                                               |  |  |
| Seconded by:                                                                                                            |  |  |
| Carried:                                                                                                                |  |  |
| Staffing Plan - will be dependant on any updates from the Provincial government should have more information this week. |  |  |

| <b>4. Directors Roles and Terms</b>                                                                                                                                                                                                                                                 |                                           | <b>10 mins</b> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|----------------|
| Motion:                                                                                                                                                                                                                                                                             | Guy Debroux be appointed as BOD Secretary |                |
| Moved by:                                                                                                                                                                                                                                                                           | Mike Barbour                              |                |
| Seconded by:                                                                                                                                                                                                                                                                        | Kelly McCrae                              |                |
| Carried:                                                                                                                                                                                                                                                                            | Unanimous                                 |                |
| Cathie has been in Secretary role for over 2 years, full plate for 2021 if anyone is interested in this position Cathie is interested in stepping back, Guy has offered to take over the role of Secretary<br>Further discussion next meeting as to the terms of the new directors. |                                           |                |

| <b>5. Board direction through 2021</b>                                                                                                                                                                                                                                            |  | <b>15 mins</b> |
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| Motion:                                                                                                                                                                                                                                                                           |  |                |
| Moved by:                                                                                                                                                                                                                                                                         |  |                |
| Seconded by:                                                                                                                                                                                                                                                                      |  |                |
| Carried:                                                                                                                                                                                                                                                                          |  |                |
| Deferred until next meeting: As a BOD what are our goals, objectives, how do we make an impact<br>Post pandemic - do we need to review/update Mission, Vision & Values as well as strategic planning.<br>Focus currently remains on strategic plan of stability through pandemic. |  |                |

| <b>6. Board Committees</b> |  | <b>20 mins</b> |
|----------------------------|--|----------------|
| Motion:                    |  |                |
| Moved by:                  |  |                |
| Seconded by:               |  |                |
| Carried:                   |  |                |

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| <p>Kelly requested BOD review current committees: Governance, Finance, Member Engagement, Officials Engagement, 50m pool<br/>Terms of Reference, chairs, etc</p> <p>Potential new committee: Succession Planning/Nominations committee- recruiting new BOD members for future</p> <p>Short discussion to be added to next meeting to review ideas - these committees will flow from the Direction of the BOD</p> |  |
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| <b>7. In Camera Session</b>              |  | <b>20 mins</b> |
|------------------------------------------|--|----------------|
| Motion:                                  |  |                |
| Moved by:                                |  |                |
| Seconded by:                             |  |                |
| Carried:                                 |  |                |
| Minutes: Deferred until full BOD present |  |                |

| <b>8. Motion to Adjourn</b>            |                                     | <b>3 mins</b> |
|----------------------------------------|-------------------------------------|---------------|
| Motion:                                | Motion to adjourn meeting : 8:28 pm |               |
| Moved:                                 | Kelly                               |               |
| Seconded                               | Guy                                 |               |
| CArried:                               | All in favour                       |               |
| Next Meeting: Thursday January 28,2021 |                                     |               |