



**NSREC BOARD OF DIRECTORS**  
**Record of Decisions**  
**April 8, 2021**

PRESENT: Mary MacDonald, Chairperson  
Linda Smardon, Vice Chairperson  
Tunde Awoyiga  
Anthony Brown  
Susan Green  
Nancy McGrath  
Aaron Millen  
Kim Fox  
Greg Taylor  
Brad Chisholm, Registrar

REGRETS: Carol Beal

STAFF: Peggy Kell (recorder)

*The following does not represent a verbatim record of the proceedings of this meeting.*

*The meeting was called to order at 10:09 a.m. and adjourned at 12:28 p.m.*

#### CALL TO ORDER

M. MacDonald, Chair, called the meeting to order at 10:09 a.m.

#### APPROVAL OF THE AGENDA

**MOVED by A. Brown and seconded.**

**To approve the agenda.**

**MOTION PUT AND PASSED UNANIMOUSLY.**

#### APPROVAL OF THE MINUTES

**MOVED by A. Millen and seconded.**

**To approve the minutes of the December meeting.**

**MOTION PUT AND PASSED UNANIMOUSLY.**

#### EDUCATION COMMITTEE REPORT

A. Brown presented the education report, stating work has begun on the salesperson licensing course redevelopment. The broker licensing course will be redeveloped after the salesperson licensing course and will be an online course. The CPE course recommendation for 2021-2022 will include case law, clause writing, contract law, and septic systems. The committee also discussed broker supervision and will be looking to the By-Law Task Force to review broker supervision.

**MOVED by A. Brown and seconded**

**To accept the Education Report as presented.**

**MOTION CARRIED UNANIMOUSLY.**

#### FINANCE COMMITTEE REPORT

L. Smardon said the Commission is very stable financially. Any increase in revenue in 2021 from licensing fees be used to build the reserve fund.

**MOVED by L. Smardon and seconded**

**To accept the Finance Committee Report as presented.**

**MOTION CARRIED UNANIMOUSLY.**

#### COMPLAINTS REVIEW COMMITTEE REPORT

A. Millen said the Committee reviewed six cases yesterday and there will be six cases for review in June.

**MOVED BY A. Millen and seconded**

**To approve the complaints review committee report as presented.**

**MOTION CARRIED UNANIMOUSLY.**

#### LICENSING COMMITTEE REPORT

K. Fox delivered the licensing report. The committee discussed issues with new licensees not understanding the structure of real estate brokerage. The committee changed the timeline for reciprocity applicants to complete the agency and forms courses. The courses must be done prior to licensing, effective July 1.

**MOVED by K. Fox and seconded**

**To approve the Licensing Committee Report as presented.**

**MOTION CARRIED UNANIMOUSLY.**

#### DISCIPLINE COMMITTEE REPORT

N. McGrath said there haven't been any hearings so there is nothing to report.

**MOVED by N. McGrath and seconded**

**To approve the Discipline Committee non report.**

**MOTION CARRIED UNANIMOUSLY.**

#### FORMS COMMITTEE REPORT

A. Brown delivered his forms report, stating the forms committee is still working on the notice of satisfaction/waiver form.

**MOVED by A. Brown and seconded**

**To approve the Forms Committee Report as presented.**

**MOTION CARRIED UNANIMOUSLY.**

#### RECOVERY FUND COMMITTEE REPORT

S. Green and the Recovery Fund Committee made 11 recommendations to the Board of Directors regarding the recovery fund.

**MOVED by S. Green and seconded**

**The adoption of her report with the exception of recommendation 3 of the report.**

B. Chisholm asked for clarification that the motion is to make recommendations, not By-law changes.

S. Green amended the motion to clarify that that the report is only to be recorded into the record.

**MOTION CARRIED UNANIMOUSLY.**

#### COMMERCIAL COMMITTEE REPORT

G. Taylor said there was nothing to report.

**Motion by G. Taylor and seconded**

**To approve the Commercial Committee Report as presented.**

**MOTION CARRIED UNANIMOUSLY.**

*The board broke for a five-minute break at 12:07.*

#### OTHER BUSINESS

##### A) By-law Task Force

L. Smardon said staff has prepared the draft of Part 3 and this is available for review by the Task Force.

M. MacDonald said this process is working better than the previous process.

**Motion by L. Smardon and seconded**

**To approve the By-law Task Force Report as presented.**

**MOTION CARRIED UNANIMOUSLY.**

#### Board Communications – Confidentiality Security

L. Smardon said she was apprised of a secure board software package. B. Chisholm suggested having staff prepare a report on this topic.

**Moved by L. Smardon and seconded**

**That the staff prepare a report on board and committee transparency, confidentiality, and meeting security.**

**MOTION CARRIED UNANIMOUSLY.**

#### NEXT MEETING

AGM, April 22, at 10 a.m.

#### ADJOURNMENT

The Chair adjourned the meeting at 12:28 p.m.