



NSREC BOARD OF DIRECTORS
Record of Decisions
March 23, 2023

PRESENT: Linda Smardon, Chairperson
Greg Taylor, Vice Chairperson
Tunde Awoyiga
Anne Da Silva
Kim Fox
Gary Mailman
Nancy McGrath
Logan Morse
David Woo
Aaron Millen
Brad Chisholm, Registrar

STAFF: Peggy Kell (recorder)
Chloe Kenney

REGRETS:

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

The meeting was called to order at 10:06 a.m. and adjourned at 11:52 a.m.

CALL TO ORDER

L. Smardon, Chair, called the meeting to order at 10:06 a.m.

APPROVAL OF THE AGENDA

MOVED by A. Da Silva and seconded

To approve the agenda.

MOTION PUT AND PASSED UNANIMOUSLY.

APPROVAL OF THE MINUTES

MOVED by N. McGrath and seconded

To approved the December 8 minutes.

MOTION PUT AND PASSED UNANIMOUSLY.

CHAIR'S REPORT

L. Smardon said she, B. Chisholm, staff, and the Finance Committee have been kept busy with the deadline to provide the 2022 Annual Report to government, outlining the timelines and various stages of review and approval.

L. Smardon said she was away for January, and since her return, the annual report has been her primary discussion topic with B. Chisholm. Additionally, they have discussed the strategic plan and governance review, including overall making sure everything involved is in order, moving money around for the bills, etc.

REGISTRAR'S REPORT

B. Chisholm said staff remains busy, and there has not been a lull in exam numbers. From a staff perspective, we've hired two new auditors, one who began in January, and the other is scheduled to start in April. Preliminary work on the new Salesperson Licensing Course is complete, but there is still a long road to go. Staff has vetted the units and sent them back to the NSAR education department for tweaking. This was a large project, as it required review of approximately 300-400 pages. Exam work for the course is also progressing well. Staff are also working with the exam consulting company we have retained, which includes quarterly reviews to ensure the science and techniques behind designing good exams are being followed.

B. Chisholm said the By-law Task Force is also keeping staff busy, and work is currently being done on Section 7, which is robust and covers the do's and don'ts for licensees. The compliance staff are also seeing increased activities, but this is expected as the increase in licensees means more questions, concerns, inquiries, issues, problems, etc.

B. Chisholm said he recently had a second meeting with Colton LeBlanc, Minister of Service Nova Scotia and Internal Services. Last year's meeting was virtual, but he, along with C. Kenney, met with the minister, along with some deputy ministers and an advisor. B. Chisholm provided the minister with

statistics on complaints and licensing, and answered questions. The meeting was very informative, and maintains a positive relationship with the government.

MOVED by K. Fox and seconded.

To accept B. Chisholm's and L. Smardon report.

MOTION PUT AND PASSED UNANIMOUSLY.

EDUCATION COMMITTEE REPORT

A. Millen said the Education Committee met two days ago. P. Kell sent a list of proposed CPE topics, and discussion topics included English proficiency.

A. Millen said the new exams are being written as solely multiple choice which seems to be the new regulatory standard, versus the current exam which has true/false, short and long answers, etc.

A. Millen said there was a conversation around broker onboarding, specifically discussing if there is some way we can introduce certain standards that the industry needs to be more aware of. The NSAR is going to coordinate a webinar, and the committee will provide input about what to do for new licensees such as when you first go to a property, such as directions on lights, not letting the car out, etc. as there seems to be a disconnect with some licensees.

A. Millen presented the CPE topics recommended by the Education Committee for brokers.

MOVED by A. Millen and seconded

To accept the Education Committee Report, including approving the recommendations presented regarding the Broker CPE Course for the 2023-24 licensing cycle.

MOVED by A. Da Silva and seconded

To accept the Education Committee Report, including approving the recommendations presented regarding the Broker CPE Course for the 2023-24 licensing cycle, to include a facilitator led component.

MOTION PUT AS AMENDED AND PASSED UNANIMOUSLY.

A. Millen presented the list of CPE topics for salespeople.

MOVED by Aaron and seconded

To accept and approve the salesperson course content as presented by the Education Committee for the 2023-24 CPE.

MOTION PUT AND PASSED UNANIMOUSLY.

A. Millen added that the Education Committee also discussed Form 408, and would like to ask staff to send out a refresher bulletin about how to use the form.

MOVED by A. Millen and seconded

To direct staff to send out a refresher bulletin about using Form 408: Buyer Waiver of Conditions.

MOTION PUT AND PASSED UNANIMOUSLY.

FINANCE COMMITTEE

G. Taylor said there was a draft of the financial statement dated to December 31, 2022 to the board members. The draft starts with the independent auditors (Baker Tilley) report, which states that everything was presented fairly and is accordance with accounting standards, also known as a 'clean report.' From the perspective of the auditors, they were able to conduct the audit according to plan without any deviation, which made them very happy. Baker Tilley also commented on smooth the process working with staff was. G. Taylor continued to review the state of revenue and expenses for the year. Overall revenue was up slightly over 2021, the biggest increase coming from licensing fees. Investment income is also up, but there was a loss on investments from the recovery fund.

MOVED by G. Taylor and seconded

To accept the audited financial statements as provided by Baker Tilley.

And

To accept the Financial Committee report.

MOTIONS PUT AND PASSED UNANIMOUSLY.

COMPLAINTS REVIEW COMMITTEE REPORT

K. Fox said the Complaints Review Committee met the day before and reviewed seven cases, and as of March 14th, there were 11 outstanding investigations. All the cases discussed in the December board meeting were also settled.

MOVED by K. Fox and seconded

To accept the Complaints Review Committee Report.

MOTION PUT AND PASSED UNANIMOUSLY.

LICENSING COMMITTEE REPORT

T. Awoyiga said there has not been a meeting lately, but provided updated licensing stats.

MOVED by T. Awoyiga and seconded

To accept the Licensing Report Committee.

MOTION PUT AND PASSED UNANIMOUSLY.

DISCIPLINE COMMITTEE REPORT

G. Mailman said there is nothing to report due to no hearings.

FORMS COMMITTEE REPORT

A. Da Silva said the Forms Committee has met once since the last board meeting, to try and hammer down updating the clause book. This work is not near finished, and they had another meeting scheduled, which was cancelled, and will now be rescheduled for May where they will be able to discuss other topics like coming soon advertisements following expected decisions from CREA, which could affect our existing forms.

A. Da Silva that one committee member, a lawyer, has resigned. The work was too much for him to commit to, so we thanked him and wished him the best. There is still one lawyer on the committee.

MOVED by A. Da Silva and seconded

To accept the Forms Committee Report

MOTION PUT AND PASSED UNANIMOUSLY.

COMMERCIAL COMMITTEE REPORT

G. Taylor said there is nothing to report.

14. OTHER BUSINESS

A) By-law Task Force

G. Taylor took over as chair

L. Smardon said the task force is currently working on Part 7 and has had two meetings since the December board meeting to reaffirm what's happening, staff makes as much progress as they are able, and the updates gets reviewed by legal counsel, Kim Turner, who actually sat in on the last task force meeting as well. The next board meeting will probably have an update similar to this considering the large work load.

MOVED by L. Smardon and seconded

To accept the By-law Task Force report as presented.

MOTION PUT AND PASSED UNANIMOUSLY.

L. Smardon resumed the Chair position.

ADJOURNMENT

The Chair adjourned the meeting at 11:52 a.m.