



NSREC BOARD OF DIRECTORS
Record of Decisions
September 5, 2019

PRESENT: Chairperson Gary Morse
Vice Chairperson Mary MacDonald
Board Members:
Susan Green
Nancy McGrath
Linda Smardon
Clinton Wilkins
Anthony Brown
Kim Fox
Greg Taylor
Michelle MacFarland, Executive Director, Business and Consumer Services
Pernille Jakobsen, Acting Superintendent of Real Estate
Brad Chisholm, Registrar

REGRETS: N/A

STAFF: Peggy Kell (recorder)

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

AGENDA

Call to Order
Introduction of Michelle MacFarlane and Pernille Jakobsen
Approval of the Agenda

CONSENT AGENDA

Approval of minutes June 27, 2019
Approval of minutes August 20, 2019
Registrar's Report

CHAIR'S REPORT

Operational Plan Update

COMMITTEE REPORTS

Finance Committee Chair's Report
Complaints Review Committee Chair's Report
Discipline Committee Chair's Report
Commercial Committee Report
Licensing Committee Report
Bylaw Task Force Report
Education Committee Report

NEW BUSINESS

Act Revisions

The meeting was called to order at 10:05am and recessed at 12:15pm for lunch and reconvened at 12:35pm. The meeting adjourned at 1:37 p.m.

CALL TO ORDER:

G. Morse, Chair, called the meeting to order at 10:05am.

INTRODUCTION OF GUESTS

G. Morse introduced provincial government employees Michelle MacFarland and Pernille Jakobsen.

APPROVAL OF THE AGENDA

G. Morse updated the agenda to remove the Audit Taskforce from the agenda.

MOVED by C. Wilkins and seconded.

To approve the revised agenda.

MOTION PUT AND PASSED UNANIMOUSLY.

CONSENT AGENDA

Approval of the minutes June 27, 2019

Approval of the minutes August 20, 2019 AGM

Approval of the Registrar's Report

MOVED by S. Green and seconded

To approve the consent agenda.

MOTION PUT AND PASSED UNANIMOUSLY.

CHAIR'S REPORT

G. Morse provided an update on a meeting that was held in late May with government and stated that Act changes may be accepted soon.

OPERATIONAL PLAN UPDATE

B. Chisholm gave an overview of the work on the operational plan.

MOVED by M. MacDonald and seconded

To approve the registrar's operational plan report.

MOTION PUT AND PASSED UNANIMOUSLY.

FINANCE COMMITTEE REPORT

M. MacDonald said the Commission is a stable financial position. While the financials currently appear below zero, they will be back to zero by the end of the year. B. Chisholm said the number of licensees is slowly increasing and revenues will appear higher by the end of the year. Investigation fees are higher than budgeted, due to legal fees. B. Chisholm said this will be recouped through fines and costs.

MOVED by M. MacDonald and seconded

To approve the finance committee report.

MOTION PUT AND PASSED UNANIMOUSLY.

COMPLAINTS REVIEW COMMITTEE

M. MacDonald said the Complaints Review Committee met yesterday and referenced the complaints statistics report for the year.

MOVED by M. MacDonald and seconded

To approve the Complaints Review Committee report.

MOTION PUT AND PASSED UNANIMOUSLY.

DISCIPLINE COMMITTEE REPORT

N. McGrath said there is nothing to report.

COMMERCIAL COMMITTEE

G. Taylor said the Commercial Committee is going to meet in October.

LICENSING COMMITTEE REPORT

K. Fox. Said the Licensing Committee met by conference call at the end of August. The Committee discussed residential measurements. The board stated that they would like the licensing committee to explore residential meetings further. The mandatory course for the 2019-2020 licensing cycle is Radon Awareness.

MOVED by K. Fox and seconded

To approve the Licensing Committee report.

MOTION PUT AND PASSED UNANIMOUSLY.

BYLAW TASKFORCE REPORT

L. Sardon asked the Board to look at the terms of reference that were provided in the materials.

MOVED By L. Sardon and seconded

To approve the Board of Directors Terms of Reference.

MOTION PUT AND PASSED UNANIMOUSLY.

MOVED By L. Sardon and seconded

To approve the Roles and Responsibilities of the Chair Terms of Reference.

MOTION PUT AND PASSED UNANIMOUSLY.

MOVED By L. Sardon and seconded

To approve the Committee Terms of Reference.

S. Green requested changes to the Recovery Fund terms of reference.

MOVED By L. Smardon and seconded

To revise the motion to add the word “Recovery” to all references to the Recovery Fund and remove the Recovery Fund Terms of Reference from the Committee Terms of Reference approvals for revision.

MOTION PUT AND PASSED UNANIMOUSLY.

MOVED By L. Smardon and seconded

To change the name of the NSREC Mandatory Forms Committee to the NSREC Forms Committee.

MOTION PUT AND PASSED UNANIMOUSLY.

MOVED By L. Smardon and seconded

To repeal the 2013 NSREC Mandatory Forms Committee Policy.

MOTION PUT AND PASSED UNANIMOUSLY.

MOVED By L. Smardon and seconded

To approve the Bylaw Taskforce report.

MOTION PUT AND PASSED UNANIMOUSLY.

EDUCATION COMMITTEE

C. Wilkins said the Education Committee is going to meet in October. C. Wilkins anticipates sending out a survey on adult education after the first meeting of the Education Committee.

NEW BUSINESS

a) Act Revisions

The board reviewed proposed Act changes pertaining to:

- Trust account
- Agency agreements
- Conduct unbecoming
- Audit and inspection
- Advertising and promotional activities
- Discipline
- Licensing
- Unlicensed trading
- Custodianship

NEXT MEETING

Thursday, December 5 at 10 a.m.

ADJOURNMENT

The Chair adjourned the meeting at 1:37 p.m.