
Meeting Minutes

Meeting: Board of Directors

Date: July 11, 2013

Attendees

Russell Walker, Lloyd Hines, Greg Herrett, , Alex Morrison, Darren Bruckswaiger, Betty MacDonald, Bill Joe MacLean, Bobby McNeil, Raymond Tynes, Brian Cullen, Doug Sabeau, Amanda Whitewood

Regrets:

Dan McDougall

Staff Attendees

Kathy Gillis, Kim Ashizawa, Meredith Buchanan, Shannon Peterson, Tracy Williams

Guests

Jeff Mills, Marsh Canada

The Chair called the meeting to order.

1. Review of Agenda

The draft agenda was reviewed.

Moved by B. J. MacLean, seconded by B. McNeil that the Agenda be accepted. Motion carried.

2. Review of the Minutes

The draft minutes of June 21, 2013 were reviewed.

Moved by D. Bruckschwaiger, seconded by G. Herrett that the Minutes be accepted. Motion carried.

3. Insurance Broker

As a follow-up to the Board session held earlier in the year regarding best practices and board development, J. Mills of Marsh Canada was asked to attend the Board meeting to give an overview on the (insurance) policy and guidelines, provide materials, and answer any questions.

During the overview, it was noted that Officers /Directors should be polled annually regarding a claim or potential claim, and that a formal process (that would include certain criteria) should be established in the event of a potential claim. This (polling) could perhaps be completed a couple of months prior to the term of the policy ending.

Action: Staff to obtain quotes on increasing coverage from \$1m to \$5m and provide to the Audit & Finance Committee for review, as well as benchmarking information and any follow-up information from Mr. Mills.

4. PVSC Annual Report

The PVSC Annual Report, with a few corrections and additions as noted, was approved by the Board. 1000 copies will be printed.

Moved by B. J. MacLean, seconded by D. Bruckschwaiger that the PVSC Annual Report as of March 31, 2013 be accepted. Motion carried.

5. NS Property Tax Reform White Paper – Next Steps

K. Gillis & B. MacDonald presented an approach to the Board that would help facilitate the launch of the Tax Reform White Paper prepared by Shingai Nyajeka. The approach and next steps recommended moving forward with a province-wide approach and a broader study on property tax reform in partnership with the Union of Nova Scotia Municipalities (UNSM), subject to the approval of the UNSM Board, and PVSC / UNSM developing terms of reference and a roadmap for the study.

Moved by B. J. MacLean, seconded by R. Tynes that the PVSC Board support, in principle, moving forward with a broader study regarding property tax reform in partnership with the UNSM. This will be subject to UNSM Board approval, and PVSC and UNSM will together develop terms of reference and a roadmap for the study for approval by both Boards. Motion carried.

Action: PVSC Staff to prepare a letter to the UNSM Board to share with them the property tax reform initiative and to request time on their August 8, 2013 meeting agenda to provide an overview, discuss, and seek their approval. PVSC's Board Vice-Chair will attend the UNSM Board meeting, if agenda time is allotted.

Meeting adjourned