
Meeting Minutes

Board of Directors

April 9, 2021

Time: 9:00 am – 12:00 pm

Location: Delta (Dartmouth) Hotel

Attendees

Greg Keefe, Joe Feeney, Doug Boyd, Mike Dolter, Darren Bruckschwaiger,
Bobby McNeil, Chuck Faulkner, Jane Fraser, Connie Nolan

Regrets

Juanita Spencer

Staff Attendees

Kathy Gillis, Kim Ashizawa,
Hugh Fraser, Tracy Williams

Other Attendees

Rose Landry, Landry & Associates

1. Review of Agenda

The Chair advised as the last Board meeting was after the last Audit, Risk and Finance Committee meeting, no update is required.

Moved by Joe Feeney, seconded by Mike Dolter the agenda be accepted.

Motion carried.

2. Review of Minutes

The draft minutes of January 29, 2021 were reviewed.

Moved by Darren Bruckschwaiger, seconded by Chuck Faulkner the draft minutes of January 29, 2021 be accepted. Motion carried.

As noted in the minutes, staff are looking into dates (possibly the fall) to have the Ethics Workshop by Grant Thornton with the Board.

3. Macro Agenda

The 2021-22 draft macro was brought forward for comments/approval.

Moved by Mike Dolter, seconded by Bobby McNeil the 2021-22 macro agenda be approved and accepted. Motion carried.

4. Committee Meeting Update

Strategy and Stakeholder Relations Committee

Doug Boyd provided an update from the Strategy and Stakeholder Relations Committee meeting held March 18, 2021.

Pilot

- The machine learning pilot project has successfully wrapped up. An optimal model was established to predict assessments for residential improved properties that produced consistent and accurate values.
- The International Property Tax Institute (IPTI) has been engaged to build a machine learning implementation diagnostic tool. This tool has applicability, not only to this pilot, but also in future applications for PVSC.
- The pilot partners were impressed with PVSC's expertise and the speed at which the models were built (10 in total). PVSC continues to stay connected as they explore AI and automation and have been selected to co-deliver a presentation on the pilot at the International Association of Assessing Officers (IAAO) annual conference in September.
- The Strategy Committee agreed this was an important learning experience to prepare for new customers, and as well they are a great reference going forward.

Stakeholder Update

- The Committee received a stakeholder update (much like the CEO Q4 report to the Board). Highlights include work that has begun with the Dept of Economics at Dalhousie University.
 - In addition to our monthly market analysis to monitor the impacts of Covid-19, we have partnered with Professor Talan Ishcan to better understand the possible reasons for, and outcomes of, large market influxes.
 - Taking a historical look at the market trends and economic factors for Nova Scotia, the Atlantic Provinces, and comparable sized cities to Halifax across Canada, we hope to put together potential future market scenarios for the Nova Scotia market.
 - By combining market and economic data, we also look to be able to support municipally driven economic development initiatives.

Strategy Discussion

- Rose Landry took the Committee through the Strategy, which will be presented to the Board today under a separate agenda item. The Committee was pleased with the outcome of this strategy work and recommends to the Board that the Strategy be endorsed. As well, the Committee endorses the actions necessary to proceed with this Strategy (again, to be covered when Rose reviews the plan with the entire Board).

5. Q4 CEO Report

Kathy Gillis noted this is the last quarterly CEO report for the fiscal year; going forward it may look a little different. The following items were highlighted:

Pilot Wrap-up

Learned a lot from the Pilot and made a good connection with the International Association of Assessing Officers (IAAO).

Dalhousie University Partnership – Economics Department

Kathy highlighted the current supply/demand issue in Nova Scotia, specifically Halifax. This initiative will help with obtaining more data collection (market and economic data).

Core (Roll, Valuation Analysis, Quality Framework)

Continuing with 2021 and 2022 work and the quality framework.

People & Culture

Working on the people & culture piece; a People plan has been developed for 2021-22.

Core (Systems Roadmap)

Work is continuing on the Roadmap. As part of this, the use of SharePoint will be expanded and will take the place of the current Board Intranet platform. (Internet Explorer will no longer be supported by Microsoft.)

6. Strategy & Business Plan

- Kathy reviewed with the Board PVSC's strategic journey from 2009 to present, that highlighted goals, accomplishments, and external factors.
- Rose Landry noted she would discuss the options, how they were assessed, and the outcomes (recommendations and next steps) for the Board's consideration.

- The following was reviewed/presented by Rose:
 - Cultural Renewal process/status
 - Current state/situation
 - Board direction/what's required - Rose indicated that due diligence would really be the takeaway today
 - Key opportunities
 - Recommended hybrid model/strategy

- Hugh Fraser provided a few examples of added value opportunities.

- In addition, Rose presented the:
 - Strategic framework and the strategic directions/plan
 - Board considerations

After some discussion, the Board agreed on the model/strategy and indicated that more information/detail and the implications is required on the considerations put forward to the Board.

Moved by Doug Boyd, seconded by Bobby McNeil the Board adopt the model/strategy, with details to come.

7. In Camera

An in-camera discussion took place; there were no items for recording purposes.

Meeting Adjourned