



MAY 20, 2021

The 2021 Annual Meeting of the Nova Scotia College of Nursing was held on-line due to COVID restrictions on May 20, 2021.

1.0 CALL TO ORDER

Charmaine McPherson, Chair of the NSCN Board and presiding officer of the NSCN Annual Meeting, called the second Annual Meeting to order at 1300 hours and welcomed the public, registrants and guests joining on-line from across the province, the country and outside Canada to the second NSCN Annual Meeting.

The Chair introduced the members of the NSCN Board:

Jason Reeves, Board Vice-Chair, registrant; Public representatives: Anne-Marie Delorey, Betty Thomas, Michael Gillis, Paulette Anderson, and Susan Nasser; and Registrants: Chanda MacDonald, Shaunna Snow, Sheri Price, and Theresa MacDonald.

The Chair introduced Sue Smith, NSCN Chief Executive Officer & Registrar, and independent auditor from Grant Thornton, Chris Trenaman.

2.0 REVIEW OF 2021 ANNUAL MEETING FORMAT

The Chair reviewed the NSCN 2021 Annual Meeting format, noting that for a second year in a row, the Annual Meeting was being held virtually to comply with COVID-19 gathering restrictions.

The Chair noted that everyone who registered for the Annual Meeting would have received an email with a link to the Annual Meeting materials, including the Annual Meeting agenda, the minutes from the 2020 NSCN Annual Meeting, the 2020 NSCN Annual Report, the NSCN By-laws and a resource titled "Stakeholder Participation and Engagement".

The Chair reviewed the changes to the NSCN By-Laws with respect to the Annual Meeting. Finally the Chair described how participants could ask questions during the Discussion period by submitting questions via the chat box, and that is due to time constraints, any unanswered questions in the chat box will be addressed in writing and shared on the NSCN website and newsletter.

3.0 MINUTES FROM 2020 NSCN ANNUAL MEETING

The Chair submitted the Board approved minutes from the 2020 NSCN Annual Meeting for information. The Chair noted that the minutes had been approved by the Board on April 12, 2021.

4.0 REPORT ON 2020 ANNUAL MEETING MOTION

The Chair reported there was one motion carried at the NSCN Annual Meeting: "That at least one LPN/RPN, one RN and one NP be represented on the Board." On behalf of the Board, the Chair thanked the individuals who raised the Motion for consideration.

The Board discussed the motion at its meeting in December 2020 and voted that no further action be taken. The rationale for the Board's decision was shared with the mover and seconder and was shared with all stakeholders on the NSCN website.



5.0 RESOLUTIONS PROPOSED PURSUANT TO BY-LAW 26

The Chair reported there was a call for resolutions issued on January 20, 2021, which provided registrants the opportunity to submit resolutions to be considered pursuant to By-Law 26. The Chair reported that there were no Resolutions proposed.

6.0 NSCN 2020 ANNUAL REPORT

The Chair invited Sue Smith, CEO & Registrar to join in presenting the 2020 Annual Report.

The joint report highlighted accomplishments of NSCN in 2020, with a focus on three strategic objectives and how they were delivered:

- Effective Regulation
- Accountable Regulation, and
- Transparent Regulation

The Chair reported on the development of the new By-laws that govern the election process of registrants to the Board. The Chair noted as a new organization, it was necessary to create a process that would establish the Board composition and quorum, the elections process for the Board and eligibility criteria.

The CEO & Registrar reported on highlights from the Operational activities in the Annual Report, including:

- Rapid Online Licensing
- Sexual Misconduct Standard
- Whistle Blower Policy
- Live Chat
- Diversity & Inclusion Staff Working Group and Framework
- COVID-19 Communications to all Stakeholders
- Accountable Regulation – work with National Nurse Practitioner Framework Project

The CEO & Registrar thanked the NSCN Board for all their work on behalf of all Nova Scotians and commended the Chair for her leadership on the Board as her term end approaches on May 31, 2021. The Chair thanked the public, nurses of Nova Scotia and the Board members, including Jason Reeves, Vice-Chair, for their support of NSCN.

The Chair acknowledged the outgoing Board members Sheri Price, RN, and Shaunna Snow, LPN for their time, effort and contributions on the Board in regulating the nursing profession in the public's interest.

7.0 NSCN 2020 AUDITOR'S REPORT

The Chair invited NSCN's auditor Grant Thornton to present the 2020 Auditor's Report for NSCN.

The Chair reported that the auditor's report and financial statements for 2020 were reviewed and accepted by the NSCN Board on April 22, 2020, and were included in the NSCN Annual Report and available on the NSCN website.

The auditor, Christopher Trenaman, Principal with Grant Thornton, presented highlights from the 2020 Auditor's Report and financial statements for NSCN for the period of January 1 to December 31, 2020. Highlights from the Statement of Operations, Balance Sheet and Statement of Changes in Net Assets were provided. Mr. Trenaman noted that the audit was conducted in accordance with Canadian Generally Accepted Auditing Standards (GAAS). Mr. Trenaman reported that, in their opinion, the financial statements were presented fairly and free of material misstatement, and as of December 31, 2020, NSCN was in a healthy financial position.

The Chair thanked Mr. Trenaman for the report.

8.0 DISCUSSION PERIOD

The Chair opened the Discussion Period and asked participants to submit their questions about matters raised during the Annual Meeting through the chat box. The Chair asked Heather Totton, Senior Director, Governance and General Counsel to moderate the questions from the chat box.

A number of questions were received from participants in the chat box. The questions were presented to the Chair and CEO for response in the time allotted for discussion.

At the end of the discussion period, the Chair thanked everyone for submitting their questions and noted not all questions could be addressed during the discussion time. The Chair reported that NSCN staff would create a summary of all questions and answers provided during the meeting, as well as including the questions (and related responses) that could not be reviewed during the meeting in a document that would be shared with all meeting participants and on the NSCN website.

9.0 INTRODUCTION OF NSCN BOARD

The Chair introduced Jason Reeves as the Incoming Chair of the NSCN Board effective June 1, 2021.

The Vice-Chair thanked the Chair for the introduction and introduced the newest members of the NSCN Board:

- Claudia Hynes, Registrant
- Rachel Sullivan, Registrant
- Krista Smith, Registrant

10.0 ADJOURNMENT OF ANNUAL MEETING

On behalf of the Board, the Chair thanked everyone for joining the on-line Annual Meeting.

Having concluded the business for the meeting, the Chair declared the second annual meeting of the Nova Scotia College of Nursing adjourned at 1:55 pm.

Recorded by:

Darlene Martin, Executive Assistant

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