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# Meeting Minutes

## Board of Directors

**October 3, 2024**

**Time: 9:00 am – 12:00 pm**

**Location: PVSC Dartmouth Office, Boardroom A**

**Attendees:** Joe Feeney, Bobby McNeil, Darren Bruckschwaiger, Laurie Murley (Teams), Glenn Horne, Anita Bezeau, Owen Sageness, Juanita Spencer, Doug Boyd, Cathie O'Toole

**Regrets:** Tara Maguire

**Staff Attendees:** Scott Farmer, Russ Adams, Carolyn McKenzie, Julia Donahue, Joram Benham, Andrews Opping, Tracy Williams

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### 1. Review of Agenda

The draft agenda was reviewed. No conflict of interest was declared.

**Moved by Anita Bezeau, seconded by Doug Boyd the agenda be accepted. Motion carried.**

### 2. Review of Minutes

The draft minutes of September 18, 2024 were reviewed.

**Moved by Darren Bruckschwaiger, seconded by Owen Sagness the minutes of September 18, 2024 be accepted. Motion carried.**

### 3. Welcome New CEO

The Chair and Board of Directors welcomed the new CEO, Scott Farmer, who shared a bit about himself and expressed appreciation to the Board for the opportunity.

#### **4. Data & Analytics Roadmap Update**

- Staff provided a progress update on the project (the last update was June 2024), including key highlights on the planning and preparation, the revised roadmap timeline, budget, issues/risks, and next steps.
- Interviews are underway for the new internal position of Data & Analytics Engineer.
- In March 2024 the Board approved a drawdown up to \$700K from the Technology Advancement Fund to support implementation of the roadmap. With new internal resources capacity, the budget has been revised down to \$350K over the next two fiscal years. Given the revised budget request for the project, the Board suggested staff prepare a report on what is required operationally/structurally and prepare an amended authorization for the Audit, Risk and Finance Committee's consideration and recommendation to the Board.

**Moved by Owen Sagness, seconded by Doug Boyd the Board accept staff to prepare a report on what is required operationally/structurally and an amended authorization as per the revised budget request for the Data & Analytics Roadmap project, for the Audit, Risk and Finance Committee's consideration and recommendation to the Board. Motion carried.**

#### **5. Multi-Factor Authentication (MFA) Presentation**

Staff provided an overview and next steps on the multi-factor authentication security measure being rolled out for all PVSC staff and board member login accounts. The security feature will be enabled shortly.

#### **6. Board Meeting Dates/Macro Agenda (2025-26)**

The board & committee meeting dates as per the draft macro agenda were reviewed. The Board meeting in January 2025 was changed to January 21<sup>st</sup> (v. January 22<sup>nd</sup>) and the June Retreat/Board meeting was changed to June 18-20, 2025 (v. June 16-28<sup>th</sup>).

**It was also noted that PVSC & HRM are partnering for the 2025 Property Tax Conference by IPTI next September in Halifax.**

**Action: Staff to revise the 2025-26 macro agenda as per the meeting date changes and also send board members the September 2025 Property Tax Conference dates.**

#### **7. In Camera**

An in-camera was held with board members for staff to provide an overview/update on the collective bargaining key results.

**Meeting Adjourned**