

NOVA SCOTIA PHARMACY REGULATOR (NSPR)
BOARD MEETING SUMMARY¹
DATE: November 26, 2025

1. **Call to Order, Land Acknowledgement and Nova Scotia Pharmacy Regulator (NSPR) Board Statement**
 - The Chair called the meeting to order at 12:00 p.m.
2. **Declaration of Conflict of Interest**
 - Material conflicts identified with Agenda item 6.5 NSPR Board Member Appointments and these Board members recused themselves from this item.
3. **Approval of Agenda**
 - Motion: To approve the agenda for the November 26, 2025, Board meeting. Motion Passed.
4. **Emerging Issues**

4.1 Board Engagement – Reconciliation With Indigenous Peoples Framework: The Board engaged in a strategic discussion regarding the development of a Reconciliation With Indigenous Peoples Framework led by a subject matter expert.
5. **Business Arising**
 - 5.1 NSPR Bylaw Amendments
 - Motion: To approve the Nova Scotia Pharmacy Regulator Bylaw amendments effective January 1, 2026. Motion Passed.
 - 5.2 NSPR Policy: Fines for Registrants Practising Without a Valid Licence
 - Motion: To approve the Nova Scotia Pharmacy Regulator Fines for Registrants Practising Without a Valid Licence Policy effective January 1, 2026. Motion Passed.
 - 5.3 Update to Prescribing Standards
 - Motion: To approve the updates to the Standards of Practice: Prescribing Drugs effective January 1, 2026, with the removal of 5.3. Motion Passed.

¹ In accordance with section 6 (1) of the *Regulated Health Professions General Regulations* to publish Board meeting agenda items and decisions on the NSPR website.

5.4 Staffwise Policy Update

- Motion: To approve the updated Pharmacy Staffing Level Policy effective immediately. Motion Passed.

5.5 Patient Access to Care Act Licensing Pathways: Amendment to Jordan Pharmacy Licensure Pathway Pilot Project

- Motion: To approve the amended Jordan Pharmacy Licensure Pathway Policy. Motion Passed.

5.6 NSPR Expense Reimbursement and Honorarium Policy

- Motion: To approve the updated NSPR Expense Reimbursement and Honorarium Policy effective January 1, 2026. Motion Passed.

6. New Business

6.1 Signing Authority for Operational Matters Policy

- Motion: To approve the NSPR Signing Authority for Operational Matters Policy. Motion passed.

6.2 Financial Update

- Motion: To approve the Financial Report. Motion Passed.

6.3 Review of Structured Practice Experience Program for International Pharmacy Graduates

- An update was provided that work to initiate the review of the current SPEP modules will be undertaken in 2026.

6.4 Terms of Reference and Workplans for Board Standing Committees

- Motion: To approve the Terms of Reference for the following Board Standing Committees:
 - Executive Committee
 - Audit Committee
 - Governance Committee
 - Equity, Diversity, and Inclusion Advisory CommitteeMotion passed.

- Motion: To approve the proposed 2026 Workplans for the following Board Standing Committees:
 - Audit Committee
 - Governance CommitteeMotion passed.

7. Additional Agenda Items

- Motion: To add a new agenda item for the discussion of the Registrant Portal Renewal Process. Motion Passed.

7.1 Registrant Portal Renewal Process

- Discussion of the NSPR's database continuous quality improvement.

8. Consent Agenda

- Motion: To adopt the Consent Agenda as presented. Motion Passed.
- Council Meeting Minutes
 - 8.1 (A) Board Meeting Minutes – October 1, 2025
 - 8.1 (B) October 1, 2025, Board Meeting Summary (To be posted to the NSPR website)
 - 8.1 (C) October 1 Programmatic Assessment Presentation
 - 8.2 (A) Summary of Motions and Action Items
- CEO Report
 - 8.3 CEO Report
 - 8.4 (A) Strategic Milestones Report
- Board Committee Reports
 - 8.5 Audit Committee Report
 - 8.6 Governance Committee Report
 - 8.7 Equity, Diversity and inclusion Advisory Committee Report
 - 8.8 Executive Committee Report
- Other
 - 8.9 Appointment to Complaints Committee
 - 8.10 AI Scribe Guidance/Position Statement

9. In-Camera

9.1 Registrar's Review

- Motion: To move the Board meeting in-camera to discuss the Registrar's Review. Motion Passed.
- Motion: To move out of the in-camera session. Motion Passed.

6.5 NSPR Board Member Appointments (Order of occurrence facilitated Board member participation and recusal by some members.)

- Motion: To appoint the following individuals to the NSPR Board, for a term of three years effective January 1, 2026:

Public Representatives

- Ann Divine
- Nancy MacLellan
- Habiba Onuorah
- Patricia Towler

Registrant Members

- Emily Black
- Lisa Nodwell
- Rami Saaloukeh
- Rowan Sarty
- Marcel van den Berg

Motion Passed.

- Motion: To appoint Nancy MacLellan the Chair of the NSPR Board, for a term of two years effective January 1, 2026. Motion Passed.
- Motion: To appoint Ann Divine as the Vice Chair of the NSPR Board, for a term of two years effective January 1, 2026. Motion Passed.

10. Meeting Wrap and Adjournment

- The Board meeting adjourned at 5:26 PM.

Approved: December 16, 2025