



Board of Directors
Open Meeting Minutes - Tuesday, December 16, 2025
In-person at Contact Brant or by Zoom

Present:

Chair:	Patrick Parent
Vice Chair:	Greg Hackborn
Secretary:	Jennifer Tonnies
Directors:	Jill Esposito, Jennifer Kroesbergen, Maxine Lean, Kim Vanderburg, Melanie Graham
Chief Executive Officer:	Sandra Parker
Managers:	Linda McFadyen, Alison Hilborn
Executive Assistant:	Cindy Landry

Regrets: Emily Miller

1. Call to Order

Patrick called the meeting to order at 6:16 p.m.

2. Land Acknowledgement

Jill read the Land Acknowledgement.

3. Agenda - Additions, Deletions, Approval

Motion: To approve the agenda.

Maxine and Jill. **Carried.**

4. Staff Presentation to the Board – staff roles and agency services

5. Staff Recognition – Years of Service

- Alison Hilborn – 5 years
- Lindsay Izsak – 5 years
- Sheryl Ruman – 25 years

6. Conflict of Interest Declarations – none

7. Approval of Minutes – November 25, 2025

Motion: To approve the minutes of November 25, 2025.

Jenn and Greg. **Carried.**

8. Business Arising from Minutes - none

9. Executive Reports:

- a. Chair's Report – nothing to report.
- b. Treasurer's Report – November 30, 2025

The CYSC (Child and Youth Strategic Collaborative) received over a \$4,000 grant from the Brant Community Foundation.

Motion: To approve the Treasurer's report as presented for November 30, 2025. Melanie and Kimberly. **Carried.**

- c. CEO's Report

Motion: To approve the CEO's report as presented. Jenn and Maxine. **Carried.**

10. Committee Reports

- a. **Policy Review Committee:**

HR 04 Hiring and Conditions of Employment

Motion: To approve the changes to the Hiring and Conditions of Employment Policy as presented.

Kimberly and Jill. **Carried.**

HS 06 Workplace Anti-Harassment Policy

Motion: To approve the changes to the Workplace Anti-Harassment Policy as presented.

Jennifer and Greg. **Carried.**

There will be more policies for approval at the next board meeting. Sandra is working on a Staff Safety policy update. It will be reviewed at the next Manager's meeting. Also, updating a Code of Conduct for clients policy, to be included in the package when clients first start receiving services, including the complaints and feedback procedure.

- b. **Nominating Committee** - Nothing

11. New Business

12. Correspondence - none

13. In-Camera

Motion: To move in-camera at 6:46 p.m. Jill and Maxine. **Carried.**

14. In-camera reports

15. Adjournment

Motion: To adjourn the meeting at 6:58 p.m.
Melanie and Kimberly. **Carried.**

Next Meeting: Tuesday, January 27, 2026, at 9:00 a.m.

Date

Chair's Signature