



Board of Directors
Open Meeting Minutes - Tuesday, January 27, 2026
In-person at Contact Brant or by Zoom

Present:

Chair:	Patrick Parent
Vice Chair:	Greg Hackborn
Secretary:	Jennifer Tonnies
Directors:	Jill Esposito, Jennifer Kroesbergen, Kimberly Vanderburg (needs to leave early), Maxine Lean, Melanie Graham
Chief Executive Officer:	Sandra Parker
Managers:	Linda McFadyen
Executive Assistant:	Cindy Landry

Regrets: Alison Hilborn

1. Call to Order

Patrick called the meeting to order at 9:04 a.m.

2. Land Acknowledgement

Sandra read the Land Acknowledgement.

3. Agenda - Additions, Deletions, Approval

New Addition: *Meeting on February 24, 2026, at 9:00 a.m. for the Riverside Hub Presentation, followed by the Board Meeting.*

Motion: To approve the agenda with an addition.
Jill and Maxine. **Carried.**

4. Conflict of Interest Declarations – none

5. Approval of Minutes – December 16, 2025

Motion: To approve the minutes of December 16, 2025.
Jenn and Emily. **Carried.**

6. Business Arising from Minutes - none

7. Executive Reports:

- a. Chair's Report – nothing to report.
- b. Treasurer's Report – December 31, 2025

Motion: To approve the Treasurer’s report as presented for December 31, 2025.
Greg and Melanie. **Carried.**

c. CEO’s Report

Motion: To approve the CEO’s report as presented.
Jennifer and Maxine. **Carried.**

8. Committee Reports

a. **Policy Review Committee:**

- **Abuse Policy**
- **Feedback Complaints Policy**
- **Code of Conduct for Service Participants**

Moving forward, when approving the full policy, add the whole policy so the changes can be highlighted. Helpful for the Board.

Action: Add the new policy to the minutes.

Motion: To approve the Abuse Policy, Feedback Complaints, and Code of Conduct for Service Participants as presented.

Greg and Melanie. **Carried.**

b. **Nominating Committee** - Nothing

9. New Business – Riverside Hub presentation on February 24, 2026, at 9:00 a.m. followed by the Board Meeting at 10:00 a.m.

10. Correspondence - none

11. In-Camera

Motion: To move in-camera at 9:45 a.m.
Greg and Jill. **Carried.**

12. In-camera reports

13. Adjournment

Motion: To adjourn the meeting at 10:20 a.m.
Melanie and Emily. **Carried.**

Next Meeting: Tuesday, February 24, 2026.

- 9:00 a.m. - Riverside Hub presentation to the Board for one hour
 - 10:00 a.m. - Board meeting
- Contact Brant will provide a morning snack and hope you can attend in person. Virtual is also an option.

Date

Chair’s Signature