



Board of Directors
Open Meeting Minutes - Tuesday, February 24, 2026
In-person at Contact Brant or by Zoom

Present:

Chair: Emily Miller
Secretary: Jennifer Tonnies
Directors: Jill Esposto, Jennifer Kroesbergen,
Kimberly Vanderburg, Maxine Lean, Melanie
Graham
Chief Executive Officer: Sandra Parker
Executive Assistant: Cindy Landry

Regrets: Linda McFadyen, Alison Hilborn, Patrick Parent, Greg Hackborn

Guests: Devon Atherton, Akshay Bali
Riverside Hub presented to the Board prior to the Board Meeting.

1. Call to Order

Emily called the meeting to order at 8:57 a.m.

2. Land Acknowledgement

Emily read the Land Acknowledgement.

3. Riverside Hub Presentation

Introductions were made. Presentation from Devon and Akshay on the design of the Riverside Hub building, the project cost estimate, and governance.

The Riverside Hub will establish a joint new Governance Committee, schedule, and process. By-laws and structure how core governance would work. Approve key strategic decisions and support financial oversight.

Right now, the project is in pre-development stages. Site plan application to be submitted in May 2026.

April 30th – There will be a Community Engagement Event; hub partners will have an information table about their services. We would invite all staff and board to attend. Location TBD.

On June 16th (time TBA) – Riverside Hub presentation to City Council. Again, all board members and staff are asked to attend the council meeting.

Currently working on MOU and developing the shared cost model.

4. Agenda - Additions, Deletions, Approval

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

5. Conflict of Interest Declarations – none

6. Approval of Minutes – January 27, 2026

Motion: To approve the minutes of January 27, 2026.
Kimberly and Melanie. **Carried.**

7. Business Arising from Minutes - none

8. Executive Reports:

a. Chair's Report – nothing to report.

b. Treasurer's Report – January 31, 2026

Motion: To approve the Treasurer's report as presented for January 31, 2026.
Maxine and Jennifer. **Carried.**

c. CEO's Report

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

9. Committee Reports

a. **Policy Review Committee:**

- **HS 14 Staff Safety Policy**
- **HR 21 DEI Policy**

Motion: To approve the HS 14 Staff Safety Policy and HR 21 DEI Policy as presented.

Kimberly and Melanie. **Carried.**

b. **Nominating Committee** – Nothing to report

10. New Business

a. **Annual Board Evaluation of the CEO**

Cindy to send a copy of the evaluation form to the Board, and they can discuss it at the next meeting.

b. **Planning for Board Recruitment and Board Executive**

The Board will need a new Vice-Chair. Greg's term will be up in May 2026.

11. Correspondence

- a. MCCSS Memo re: Financial Flexibility – January 23, 2026

12. In-Camera

Motion: To move in-camera at 10:43 a.m.
Maxine and Kimberly. **Carried.**

13. In-camera reports

14. Adjournment

Motion: To adjourn the meeting at 11:07 a.m.
Maxine and Jenn. **Carried.**

Next Meeting: Tuesday, March 24, 2026.

Date

Chair's Signature