

Federation of Foster Families of Nova Scotia
Board of Directors – Meeting Minutes
In Camera Meeting – Friday Night
Date: December 6, 2025

Attendance

Present:

Rob Richardson; Mary Ann Burke; Brenda Pettis; Susan Pace (Executive Director); Lloyd Sweeney; Darlane Arseneault-Kennedy; Allie Pitre; Patricia Cain; Shelia Hill; Glenda Marsman; Ann Jennex-Roberts

Regrets:

Wendell Fraser

1. Call to Order & Land Acknowledgement

The meeting was opened with the Land Acknowledgement.

2. Team Agreement

The Team Agreement was reviewed.

3. Confirmation of Quorum

Quorum was confirmed.

4. Approval of Agenda

Motion to approve the amended agenda. Moved by Darlane Arseneault-Kennedy, seconded by Rob Richardson. Motion carried.

5. Approval of Previous Minutes

A spelling correction (“Embrett”) was noted. Motion to approve the minutes with correction. Moved by Lloyd Sweeney, seconded by Ann Jennex-Roberts. Motion carried.

The October minutes were not approved due to lack of quorum and will be brought forward at a later date.

6. Treasurer’s Financial Report

Financial statements for April 1 to October 31, 2025 were reviewed. The Federation is under budget with a surplus identified. A financial planning session will be scheduled. Motion to approve the financial statements. Moved by Ann Jennex-Roberts, seconded by Shelia Hill. Motion carried.

7. Committee Reports

Compassion Committee:

Fourteen referrals were recognized. Fifty-three percent of the referrals were related to deaths in an immediate family. Feedback has been positive.

Diversity & Inclusion Committee:

Policy 602 wording change discussed.

HR/OHS Committee:

Zoom meetings will be scheduled to allow feedback to be provided.. Insurance needs to be signed for the OHS policy for the staff . will be added to the January/February agenda.

Policy Committee:

Board Charter and yearly agenda reviewed.

Bursary Committee:

10 applicants; 7 cheques issued; discussion on posting bursary information online; funding request noted.

8. Service Agreement & Governance Concern

The Board discussed governance concerns regarding the Service Level Agreement being signed by the Chair without Board approval while negotiations were ongoing.

- The Board had not approved the Service Agreement by motion.
- Negotiations were ongoing when the agreement was signed.
- Board discussions continued unaware the agreement had already been signed.
- Governance authority and accountability were questioned.

The Chair will consult legal counsel regarding implications and options. Findings will be reported back to the Board.

9. Board Meeting

Board meeting to be held in person January 16; Friday-Sunday schedule.

10. New Business

Cell phone allowance deferred to January.

Motion to allocate \$10,000 to the Birth Committee from the Because You Care Fund interest account. Moved by Rob Richardson, seconded by Lloyd Sweeney. Motion passed.

11. Resignation

Resignation received from Darlene Francis, Mi'kmaq / Cape Breton representative.

12. AGM Planning

AGM scheduled for May 29-31, 2026; 50th Anniversary.

13. Governance Training

Follow-up with Wanda Hepbert regarding January 8 or 12, 6:30-8:30 p.m.

14. Regional Issues

The Board confirmed intent to proceed with a foster caregiver survey

- Current survey length is excessive
- Survey must be redesigned for clarity and engagement
- A small working group (Rob Richardson & Brenda Pettis) will revise the survey and bring a streamlined version back to the Board.
- The survey will be put on the federations website once completed and approved.

Training Meals Concern

Board members reported negative caregiver feedback regarding removal of meals and snacks at training sessions. Concerns included financial burden, accessibility, and loss of peer connection. Caregivers questioned who made the decision and the rationale behind it. The Board confirmed these decisions were not made by the Board we were not aware of the changes until the concerns were brought forward.

15. Next Meeting

January 16, 2026.

16. Adjournment

Meeting adjourned at 3:10 p.m.

Respectfully submitted by
Brenda Pettis

