

## Federation of Foster Families of Nova Scotia

### Board of Directors Meeting Minutes

Date: January 17, 2026

Time: 9:15 a.m.

#### Call to Order and Attendance

The meeting was called to order by Acting co-chair: Allie Pitre

In Attendance: Rob Richardson, Mary Ann Burke, Brenda Pettis, Executive Director Susan Pace, Lloyd Sweeney, Darlene Arseneau-Kennedy, Allie Pitre, Ann Jennex-Roberts, Glenda Marsman, Sheila Hill, Patricia Cain

#### 1. Call to Order

The meeting was called to order at 9:15 a.m.

#### 2. Land Acknowledgement

Read by Ann Jennex-Roberts.

#### 3. Mission Statement

Read by Lloyd Sweeney.

#### 4. Confirmation of the Board

Confirmed by Darlene Arseneault-Kennedy.

#### 5. Approval of Previous Meeting Minutes

Moved by Mary Ann Burke, seconded by Sheila. Motion carried.

#### 6. Approval of Minutes with Corrections

Moved by Ann Jennex-Roberts, seconded by Mary Ann Burke.

Corrections included spelling of names and wording (e.g., bursary, foster caregiver).

Motion carried.

#### 7. Diversity & Inclusion Committee – Bylaw Discussion

Discussion regarding Bylaw 6.01 and African Nova Scotian representation.

No motion made.

## 8. Policy Committee

Draft documents reviewed:

- Dispute Resolution Policy
- FFFNS Board Charter
- FFFNS Micro Agenda Draft

No motions made.

## 9. OHS & HR Committee

Insurance accepted OHS policy in draft form for another year; This still needs to be completed.

Board and staff are separated by the ED.

Wording to change from foster parent to foster caregiver.

## 10. Executive Director's Report

- Ambassador Program: 22 interviews carried out of prospective foster caregivers interested in the role on Jan 26–28, 2026.
  - News letter being updated with staff pictures
  - Facebook page being updated for Federation
  - Training programs are now having lunch and snacks again.
  - Focus On Fostering meetings on line if the weather is bad . Foster caregivers need one months notice so they are able to attend.
  - Training programs developing a new training schedule.
  - Monthly meetings the Chair and ED
  - Financials closed to end of November due to comptroller not being able to attend meeting.
  - Regular team monthly meetings
- Motion to approve ED report Carried.

## 11. Board Dates

Feb 19, 2026 – Virtual (6-9 p.m.)

Mar 5, 2026 – Virtual (6–9 p.m.)

Mar 27–28, 2026 – In person, added meeting

## 12. AGM Planning Committee

Planning underway. Community members reaching out for different presenters.

13. Foster Care Survey

Motion is to initiate dialogue by way of a questionnaire to all foster caregivers by email or mail through Survey Monkey. Approved to be distributed Jan 30, 2026 via SurveyMonkey. Motion carried.

14. Other Business

-Heating options discussed for the board room at the federation office. Pay by the hour for heat on the weekends above rent. Some Staff are parking across the road now. Safety is not as much an issue. Rental agreement is up November 2027, will reassess a possible change of location.

-Hannah Walsh, from OSD Data & Analytics attended from DOSD gathering feedback on how foster care redesign is going.

-Financial report not received in time for January's meeting, and financials needed to be deferred, and will be reviewed in February meeting. -Board member no longer on the board due to disciplinary action, leaving vacant seat in Cape Breton. Previous board member to be removed from all emails as per Board offboarding.

-There was a motion approved for Allie and Rob to co-chair till February 19, 2026, then role to be reassessed.

-In consultation with Legal, Service Agreement is not valid at this time, and communication will happen to inform the Department. Co-Chair to send a letter to send to Fergus for him to approve it.

-Strategic plan will need to be redone every 3 years – projected timeline Summer 2026. Chair will reach out to Wanda Hebert to help us do a plan.

-Sending communications through personal email instead of board emails ongoing due to communication issues ongoing.

-Federation received a letter from a caregiver thanking the compassion committee for the flowers they received.

Sheila made a motion to adjourn the meeting at 4:00pm.

Respectfully Submitted,



