

– MRCNS Council Meeting –
APPROVED MEETING MINUTES
Tuesday, March 18, 2025; 1:00pm-3:00pm (Atlantic)
ONLINE

MRCNS Council Members in Attendance:

T. Pickart RM, Chair	
T. Crawford RN, Vice-Chair	M. Lamson RM
J.K. Wallace, Treasurer	

Regrets:

A. Houstoun MD	P. Anderson
J. Neil, Executive Assistant	J. Kearns

Staff in Attendance:

J. Wright, Registrar/ED

0. Welcome, Call to Order and Introductions (no attachment) (T.Pickart)

The meeting was called to order by T.Pickart, at 1:08 p.m.

1. Approval of Agenda (ATCH 1) (T.Pickart)

T. Crawford made a motion to approve the agenda as presented. (or with edits.)

Moved by: T. Crawford **Seconded by:** K. Wallace

No objections. **Approved.**

2. Approval of November 19, 2024 MRCNS Council Meeting Minutes (ATCH 2) (T.Pickart)

Members reviewed the minutes from the Sept 17, 2024 Council meeting.

A.Houstoun made a motion to approve the minutes as presented.

Moved by: T. Crawford **Seconded by:** M. Lamson

No objections. **Approved.**

3. Financial Update (J.Wright)

J.Wright presented a financial forecast for 2025 and a proposed budget for 2026. Within the 2025 forecast (covering expenditures up to March 31st of this year), there were two items that required approval:

* Under the Legal budget line: A \$30,000 deposit on retainer for McInnes Cooper to assist with regulatory work related to amalgamation.

* Under Professional Consulting: An additional \$10,000 for Matt Lafond for additional regulatory consulting work related to amalgamation, completion of Quality Assurance pilot action items, and investigation work.

All other items in the forecast fall within normal operating expenses.

The 2025 forecast will be submitted to the Department of Health and Wellness (DHW) for their assessment of our 2026 grant. Please note that this is a year-end forecast and not audited financials. Our accountant Debi Peverill did assist with the creation of the forecast after reviewing financials to date.

Due to the inclusion of the two expenditures outside of our normal budget allocation, the Registrar requested a vote of approval to submit the forecast.

Motion 1: To approve the submission of the 2025 financial forecast to the DHW, including the two additional expenditures: a \$30,000 deposit on retainer to McInnes Cooper and an additional \$10,000 for consultant Matt Lafond for regulatory work related to amalgamation.

Moved by: J.Wright **Vote conducted by EMAIL:** March 3, 2025
Unanimous. No objections. **Approved.**

J.Wright submitted the budget forecast to DHW and had a meeting with Mark Lucas from DHW on March 6, 2025.

4. QA Survey Pilot Update (J.Wright)

A response to our QA pilot submission was received from the DHW on Jan 15, 2025 which included an updated Action Plan.

Many key documents have already been created to meet requirements by March 2025:

The following documents were created, reviewed by the Board. No approvals were necessary.

- [Guide to Filing a Complaint](#)
- [Guide for Responding to a Complaint](#) (for RMs) → updated
- Guide for Communicating with Registrants (for Staff)
- Strategic Plan

The following documents were created, and reviewed by the Board.

- **Policy Review Framework**
- **Operational Policy Review and Development Schedule**
- **Clinical Policy Review and Development Schedule**
- **Cost of Governance** (add to Op Policies Ch 12.2.1)
- **Annual Board Self-Evaluation Policy and Tool**
- **Professional Conduct Policy - Fitness to Practise**

The council retained Matt Lafond from Lafond Serran Consulting to complete this required action item.

Motion 1: A motion was made to approve all of the new policies presented as part of the QA Pilot (listed above) with edits.

Moved by: K.Wallace **Seconded by:** T.Crawford
Unanimous. No objections. **Approved.**

5. Discussion: What is a “Normal” pregnancy? (J.Wright)

J.Wright identified that MRCNS does not have a definition of “normal” pregnancy in the *Midwifery Act* and suggested we act based on best practice by other midwifery regulators in Canada. A national audit was conducted at the request of the Council. The Council then had a discussion and agreed to adopt the CMO definition in full, with permission from Kelly Dobbin, Registrar/Executive Director CMO.

Motion 2: A motion was made by J. Wright to adopt the formal definition of “normal” pregnancy from the College of Midwives of Ontario.

Moved by: J.Wright **Seconded by:** T.Crawford, K.Wallace
Unanimous. No objections. **Approved.**

6. Amalgamation Update (J.Wright)

The Registrar updated the Council that there will be a meeting for the two regulators (MRCNS and NSCN) with the Department of Health and Wellness on March 27, 2025 to give an update on the amalgamation process.

7. Registrar Update (J.Wright)

The registrar informed the Council that:

- An undertaking has been issued to a woman in NS believed to be engaged in unauthorised midwifery practice.
- The Registrar requested Ryan Baxter from McInnes Cooper to draft a public advisory of unauthorised practice in Nova Scotia. The registrar will release the public notice in a media advisory as well as social media channels.
- A long standing investigation has been completed and the decision has been posted to the website.
- The NSCN has requested that we vacate the current office space within the premises, and be moved to a cubicle in the common area. The Registrar shared her concerns with the Council regarding suitability (confidentiality and privacy) with the CEO and Operations Manager of the NSCN. For the above reason, the Registrar declined the cubicle space and notified NSCN that the R/ED and administrative assistant would work from their home offices until a suitable office space is available. The Council shared the Registrar's concerns and requested we draft a letter to NSCN that requests an office space suitable for an independent regulator.

8. Other (T.Pickart)

HR Committee Update

T. Crawford, chair of the HR Committee updated the Council that the R/ED performance review cycle will begin April 1, 2025.

Update on Midwifery Initiative (T.Pickart)

T. Pickart updated on a new initiative which started in the IWK. RM's of the IWK Community Midwives are working as hospitalist midwives during day time hours. One midwife is present in the IWK during day time hours to support the community midwives, to support the multidisciplinary team, which will increase client's satisfaction; expose more clients to midwifery and provide a different model of work for midwives.

The initiative is a trial, which started in March. For the next two months, one midwife is based in the hospital two days a week, from May to July a midwife will be present five days a week. The goal is to get funding for coverage of a hospitalist midwife 24/7.

9. Closing (T.Pickart)

The Chair expressed her appreciation for the amount of work completed by the Registrar and admin assistant during the last quarter. The meeting was adjourned at 3:00pm by the Chair, T.Pickart.

Important Dates to Remember:

- Friday, April 18, 2025 - Good Friday (Holiday)
- Monday, April 21, 2025 - Easter Monday (Holiday)
- Monday, May 5, 2025 - International Day of the Midwife
- Monday, May 19, 2025 - Victoria Day (Holiday)
- Tuesday, May 20, 2025 - Quarterly Council Meeting