

**The New Brunswick Association of Dietitians
Minutes of the Annual General Meeting
Via Zoom
June 23, 2021**

1.0 Call to Order

Jaclyn Murgatroyd, President, called to order at 12:05 pm.

2.0 Notice of Meeting

As per Policy 3.3.3, the Notice of Meeting was received by all present.

3.0 Appointment of Parliamentarian

Esther Archibald was appointed as parliamentarian for the meeting. Bourinot's Rules of Order were accepted as the model for the meeting.

4.0 Opening Remarks and Announcements

Jaclyn Murgatroyd welcomed all members present. There were 49 members present via zoom and 47 proxies received. Quorum was met with proxies received.

5.0 Minutes of Previous Annual General Meeting – May 22, 2020

MOTION: Janie St-Onge moved to approve the minutes of the May 22, 2020 Annual General Meeting
SECONDED by Vanessa Martel. **Majority of votes during meeting in favor – MOTION CARRIED.**

6.0 Business Arising from the Minutes

No business arising from the minutes.

7.0 Correspondences

All correspondence received has been responded to and has been placed on file at the NBAD office and can be viewed if requested.

8.0 Committee Reports

All Committee reports have been pre-circulated by email on June 18th, 2021 for the members to review in advance.

8.1 Quality Assurance Committee

Christine Roherty, Chair of the Quality Assurance Committee, moved that the report be accepted as presented. The report was accepted and placed on file.

8.2 Registration Committee

Heather Godfrey, Chair of the Registration Committee, moved that the report be accepted as presented. The report was accepted and placed on file.

8.3 Discipline Committee

Natalie Carrier, Chair of the Discipline Committee, moved that the report be accepted as presented. The report was accepted and placed on file.

8.4 Ad Hoc Legislation Committee

Cathy MacDonald, Co-Chair of the Ad Hoc Legislation Committee, moved that the report be accepted as presented. The report was accepted and placed on file.

9.0 Year in Review

Board Report

Jaclyn Murgatroyd invited Janie St-Onge, President-Elect, to chair the meeting while she presented a report highlighting the NBAD Board achievements during 2020-2021.

Jaclyn moved that the report be accepted as presented. The report was accepted and placed on file.

Registrar Report and Registry Statistics Report

Nicole Arsenault Bishop, Executive Director and Registrar, presented the Registrar report and the registry statistic report (see *2020 Annual Report* for more details).

Nicole submitted the 2020-2021 Registrar report to be accepted and placed on file. The report has been accepted and will be placed on file.

The role of the chairperson was returned to Jaclyn Murgatroyd.

10.0 Finances Report 2020-2021

Vanessa Martel, Treasurer, presented the 2020-2021 finances report.

The draft financial statement was completed by our Accountant Michael Briggs and sent by email to members on May 21st, 2021 and the Review Engagement Report which was completed by Bringloe Feeney was sent to members on June 18th, 2021.

The 2020-2021 finances report has been accepted and will be placed on file.

11.0 Proposed Budget 2021-2022

Vanessa Martel, Treasurer, presents the proposed budget for 2021-2022 which was sent by email to members on May 21st, 2021.

MOTION: Vanessa Martel moved that the proposed budget for 2021-2022 be accepted as presented.
SECONDED by Janie St-Onge. **Majority of votes during meeting in favor – MOTION CARRIED.**

12.0 Motions

12.1 Motion to approve amendments to By-Law II *Active Members*

MOTION: Karine Arsenault moved to approve the amendment to By-Law II *Active Members*.
SECONDED by Nathalie Roy. **More than 2/3 in favor with proxies received and votes during meeting (84 for, 1 against, 1 abstention) – MOTION CARRIED.**

12.2 Motion to approve amendments to By-Law IV Temporary Members

MOTION: Lise Spence moved to approve the amendment of By-Law XI *Temporary Members*.
SECONDED by Nathalie Roy. **More than 2/3 in favor with proxies received and votes during meeting (84 for, 1 against, 1 abstention) – MOTION CARRIED.**

Jaclyn Murgatroyd presented the members with a detailed explanation of the proposed motions for By-Laws XI *Finances*.

12.3 Motion to approve amendments to By-Law XIV Finances (2022-2023 annual fee)

MOTION: Cathy MacDonald moved to approve the amendment of By-Law XIV *Finances*.
SECONDED by Josée Gagnon. **Less than 2/3 in favor with proxies received and votes during meeting (52 for, 26 against, 2 abstention) – MOTION DEFEATED.**

12.4 Motion to approve amendments to By-Law XIV Finances (to include inflation cost)

MOTION: Cathy MacDonald moved to approve the amendment of By-Law XIV *Finances*.
SECONDED by Jensen Thomas. **More than 2/3 in favor with proxies received and votes during meeting (56 for, 22 against, 2 abstention) – MOTION CARRIED.**

12.5 Motion to approve honorary recognition to Janet von Weiler

MOTION: Nathalie Roy moved to approve the honorary recognition to Janet von Weiler.
SECONDED by Cathy MacDonald. **More than 2/3 in favor with proxies received and votes during meeting (75 for, 0 against, 1 abstention) – MOTION CARRIED.**

13.0 Nominations Committee Report and Introduction of the 2021-2022 Board of Directors

Leah Cain, Member at Large, and Janie St-Onge, President-Elected, reported that Christine Roherty submitted her name for President-Elect, Ian Wiseman submitted his name for Member at Large and Lise Spence submitted her name for Secretary. Nominations were requested during the meeting with those present.

With no further nominations being received, Christine Roherty was declared President-Elect, Ian Wiseman was declared Member at Large and Lise Spence was declared Secretary by acclamation for the term 2021-2023.

Leah Cain and Janie St-Onge presented the 2021-2022 Board of Directors to members:

President – Janie St-Onge
 President-Elect – Christine Roherty
 Past President – Jaclyn Murgatroyd
 Secretary – Lise Spence
 Treasurer – Vanessa Martel
 Member at Large – Leah Cain
 Member at Large – Ian Wiseman
 Lay Representative – Douglas Baker
 Registrar and Executive Director – Nicole Arsenault Bishop
 Alliance of the Canadian Dietetic Regulatory Bodies Representative – Nicole Arsenault Bishop

Jaclyn Murgatroyd thanked Véronique Ferguson and Christine Lanteigne for their years of dedication on the Board of Directors.

14.0 Appointment of Accounting Firm

MOTION: Caroline Didier moved to approve *Michael Briggs and Bringloe Feeney LLP, Chartered Accountants* as accountants for NBAD for the fiscal year ending March 31, 2022.

SECONDED by Aline Allain-Doiron. **Majority of votes during meeting in favor – MOTION CARRIED.**

15.0 Appointment of Legal Counsel

MOTION: Caroline Didier moved to approve *Cox & Palmer* as legal counsel for NBAD for the fiscal year ending March 31, 2022.

SECONDED by Catherine MacDonald. **Majority of votes during meeting in favor – MOTION CARRIED.**

16.0 Approval of the Board of Directors Action 2020-2021

MOTION: Lise Spence moved to approve the action of the Board of Directors for 2020-2021. **SECONDED** by Caroline Didier. **Majority of votes during meeting in favor – MOTION CARRIED.**

17.0 Motion to grant Board of Directors power to carry out the business of the Association for 2021-2022

MOTION: Nathalie Roy moved to grant the Board of Directors power to carry out the business of the Association for 2021-2022.

SECONDED by Aline Allain-Doiron **Majority of votes during meeting in favor – MOTION CARRIED.**

18.0 New Business

Cathy MacDonald proposed to add a motion to amend By-Law XIV *Finances* to increase annual fees by \$40 to \$435 per year for the registration year 2022-2023. In fairness of members who were not present at the meeting, Jaclyn Murgatroyd choose that the proposed motion not be added to the meeting as "New Business". The Board of Directors will consider the proposed motion for a future general meeting of members.

19.0 Destruction of Proxies

MOTION: Vanessa Martel moved to keep the proxies of 2021 Annual General Meeting for 30 days then proceed to destruction. **SECONDED** by Leah Cain. **Majority of votes during meeting in favor – MOTION CARRIED.**

20.0 Adjournment of the Meeting

Jaclyn Murgatroyd, President, officially thanked everyone for participating and asked for a motion to adjourn the meeting.

Janie St-Onge moved that the meeting be adjourned at 2:22 pm

Respectfully Submitted,
Christine Roherty, R.D.
NBAD Member at Large