



**The New Brunswick Association of Dietitians  
Minutes of the Annual General Meeting  
Via Zoom  
June 6th, 2025  
12pm-1pm**

**1.0 Call to Order**

The meeting was called to order at 12:04 pm with 11 panelists, 28 participants present and 47 proxies submitted, totaling 84 attendees. Quorum was met, and the meeting was able to proceed.

**2.0 Notice of Meeting**

The notice of the meeting was acknowledged.

**3.0 Appointment of Parliamentarian**

Martha MacLean was appointed as parliamentarian for the meeting. Bourinot's Rules of Order was the model followed for the proceedings.

**4.0 Opening Remarks and Announcements**

The chairperson made opening remarks and welcomed all members present.

**5.0 Minutes of Previous Annual General Meeting**

The minutes from the previous AGM held on June 12, 2024 were reviewed with no corrections received. The minutes are accepted and will be filed in the archives.

**6.0 Business Arising from the Minutes**

There was 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. They can be viewed upon request.

**8.0 Committee Reports**

All Committee reports were pre-circulated on May 14, 2025, for the members to review in advance. There were no questions or comments regarding any Committee reports. The reports were accepted and placed on file.

**9.0 Year in Review**

**Board Report**

Christine Roherty invited Esther Adsett, President-Elect, to chair the meeting while she presented a report highlighting the NBAD Board achievements during 2024-2025. Christine presented the Board Report. There were no questions or comments regarding the report.

Christine submitted the 2024-2025 Board Report to be accepted and placed on file. The report was accepted and will be archived.



### **Executive Director Report and Registry Statistics Report**

Nicole Arseneault Bishop, Registrar, presented the Executive Director Report and the Registry Statistic Report. There were no questions or comments regarding the report.

Nicole submitted the 2024-2025 Executive Director Report to be accepted and placed on file. The report was accepted and will be archived.

The role of the chairperson was returned to Christine Roherty.

### **10.0 Finances Report 2024-2025**

Stéphanie Couturier, Treasurer, presented the 2024-2025 finances report.

The Review Engagement Report completed by Bringloe Feeney was sent to members on May 26, 2025. The 2024-2025 finances report was accepted and will be archived.

### **11.0 Proposed Budget 2025-2026**

Stéphanie Couturier, Treasurer, presented the proposed budget for 2025-2026 which was sent to members on May 6, 2025. There were no questions or comments regarding the proposed budget. A **motion** was presented to accept the proposed budget for 2025-2026. **MOTION:** Stephanie Couturier moved that the proposed budget for 2025-2026 be accepted as presented. **SECONDED** by Esther Adsett **Majority of proxies and votes during meeting in favor – MOTION CARRIED.**

### **12.0 Motion**

#### **12.1 Motion to amend By-Law VIII Board of Directors**

The proposed motion and rationale to increase the Board of Directors honorarium were circulated to members on May 6, 2025. The motion to approve the proposed amendments to By-Law VIII Board of Directors was presented by Stephanie Couturier, **SECONDED** by Esther Adsett **Majority of proxies and votes during meeting in favor – MOTION CARRIED.** There were 3 members who voted against.

### **13.0 Nominations Report and Introduction of the 2025-2026 Board of Directors**

Johanna McLeod, Member at Large, presented the nominations report. Ian Wiseman submitted his candidacy for a second term as Secretary of the Board of Directors for the 2025–2027 term, and Geneviève Daigle submitted her candidacy for Member at Large for the same period. As no further nominations were received for either position, Ian Wiseman was declared elected by acclamation as Secretary and Geneviève Daigle was elected by acclamation as Member at Large for the 2025–2027 term.

No applications were received for the President-Elect position prior to the AGM and no names were brought forward at the meeting. The President-Elect position remains open and members are welcome to contact the Registrar for further information.

Johanna McLeod presented the 2025-2026 Board of Directors to members:

President – Esther Adsett  
President-Elect – To be determined  
Past President – Christine Roherty  
Secretary – Ian Wiseman



Treasurer – Stéphanie Couturier  
Member at Large – Johanna McLeod  
Member at Large – Geneviève Daigle  
Lay Representative – will be appointed by the Lieutenant Governor shortly  
Registrar and Executive Director – Nicole Arsenault Bishop  
Alliance of the Canadian Dietetic Regulatory Bodies Representative – Nicole Arsenault Bishop

Christine Roherty thanked Janie St-Onge and Rachael Martin for their years of dedication on the Board of Directors.

#### **14.0 Appointment of Accounting Firm**

**Motion** to appoint the Accountant Michael Briggs and the Accounting firm of Bringloe Feeney LLP, Chartered Accountants, as the accountants for NBAD for the year ending March 31st, 2026, by Esther Adsett **Seconded:** Stéphanie Couturier **Majority of proxies and votes during meeting in favor – MOTION CARRIED.**

#### **15.0 Appointment of Legal Counsel**

A **motion** was made by Johanna McLeod to appoint Duane McAfee and Ryan Craig of Cox & Palmer, Saint John, as Legal Counsel to NBAD for the term ending March 31, 2026. The motion was **seconded** by Stéphanie Couturier. **Majority of proxies and votes during meeting in favor – MOTION CARRIED.**

#### **16.0 Approval of the Board of Directors Action 2024-2025**

**MOTION:** Vanessa Martel moved to approve the action of the Board of Directors for 2024-2025.

**SECONDED** by Lynn Gaudet. **Majority of proxies and 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 2025-2026**

**MOTION:** Vanessa Martel moved to grant the Board of Directors power to carry out the business of the Association for 2025-2026. **SECONDED** by Madeleine LeBlanc. **Majority of proxies and votes during meeting in favor – MOTION CARRIED.**

#### **18.0 New Business**

No new business identified for the meeting.

#### **19.0 Destruction of Proxies**

**MOTION:** Esther Adsett moved to have the proxies of the 2025 AGM be retained for one year before being deleted from the NBAD website. **SECONDED** by Ian Wiseman. **Majority of proxies and votes during meeting in favor – MOTION CARRIED.**

#### **19.0 Adjournment of the Meeting**

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

Ian Wiseman moved that the meeting be adjourned at 12:59 pm.