



PAC Autism Nova Scotia Society
ANNUAL GENERAL MEETING
JUNE 18, 2025: Microsoft Teams Webinar
MINUTES

1. WELCOME AND INTRODUCTION TO BOARD MEMBERS – CATHERINE RAHEY, BOARD CHAIR

Catherine Rahey introduced herself as the Board Chair of PAC Autism Nova Scotia Society, commonly known as Autism Nova Scotia.

Catherine called the meeting to order and announced that in accordance with the Society's By-laws, she would act as meeting chairperson and that a pre-identified Autism Nova Scotia staff member would act as secretary of the meeting and record the minutes.

Catherine welcomed all members and guests attending virtually and invited Autism Nova Scotia Board Members to join her on screen.

Board Members present included:

- Dave Nicholson
- Ian Sutherland
- Sarah Boyne
- Paul De Wolfe
- Greg Smith
- Bill Lahey
- Janean Marshall

Catherine acknowledged Autism Nova Scotia founder and Honorary Board Member Joan Craig, as well as Trustees of the Craig Foundation.

Catherine formally welcomed Amanda Alexander as the newly appointed Chief Executive Officer of Autism Nova Scotia and recognized her leadership and dedication to the organization since joining in 2019.

On behalf of the Board, Catherine thanked Autism Nova Scotia staff for their adaptability, professionalism, and commitment during the leadership transition period.

2. OVERVIEW OF EVENT

Catherine provided an overview of the format and procedures for the Annual General Meeting, including the formal AGM business portion and presentation segment to follow.

3. REGISTRATION

All members were invited to register for the virtual meeting through Microsoft Teams Webinar. All attendees were recorded during registration.

A link to the Agenda, 2024 AGM Minutes, Financial Statements, and Autism Nova Scotia's 2024–2025 Annual Report was shared with attendees and made available on the Autism Nova Scotia website.

4. VOTING

Catherine announced that all motions would be voted on using the Microsoft Teams Webinar poll feature, which would remain open for approximately 10 seconds for each motion.

Attendees were encouraged to vote on motions, though participation in voting was not mandatory. A record of all votes would be maintained in the meeting minutes.

QUESTIONS & COMMENTS

Attendees were invited to submit questions during the AGM. Questions submitted would be recorded and responded to by the appropriate Autism Nova Scotia staff member following the meeting.

5. PROXIES

Catherine requested that all proxies be submitted to her.

6. NOTICE OF MEETING

Notice of meeting was duly given on May 16, 2025.

MOTION: Sarah Boyne moved to dispense with the reading of the Notice of Meeting, seconded by Dave Nicholson.

MOVED: Motion carried by a majority of the attendees of the Annual General Meeting by Microsoft Teams poll.

7. REGRETS

Catherine delivered regrets from the following Board Members:

- Robert Strang
- Abraham Rudnick
- Allison Garber

QUORUM

Catherine stated that quorum at a general meeting of members shall consist of those members virtually present or by proxy.

8. CHAIRPERSON'S DECLARATION

Catherine stated that a quorum was present and declared the meeting duly called and properly constituted for the transaction of business.

9. APPROVAL OF AGENDA

MOTION: Ian Sutherland moved to approve the Agenda, seconded by Paul De Wolfe.

MOVED: Agenda approved by a majority of the attendees of the Annual General Meeting by Microsoft Teams poll.

10. APPROVAL OF MINUTES – June 26, 2024

MOTION: Greg Smith moved to approve the Minutes of the Annual General Meeting held on June 26, 2024, seconded by Sarah Boyne.

MOVED: Minutes approved by a majority of the attendees of the Annual General Meeting by Microsoft Teams poll.

11. FINANCIAL STATEMENTS

Discussion of the Financial Statements ending March 31, 2025, was presented by Autism Nova Scotia Treasurer Greg Smith.

MOTION: Paul De Wolfe moved to approve the Financial Statements for the year ending March 31, 2025, seconded by Dave Nicholson.

MOVED: The Financial Statements for the year ending March 31, 2025, were approved by a majority of the attendees of the Annual General Meeting by Microsoft Teams poll.

12. APPOINTMENT OF AUDITORS

MOTION: Sarah Boyne moved to appoint AC Belliveau Veinotte Inc. as auditors for 2025–2026, seconded by Ian Sutherland.

MOVED: AC Belliveau Veinotte Inc. was approved as auditors for 2025–2026 by a majority of the attendees of the Annual General Meeting by Microsoft Teams poll.

13. ELECTION OF DIRECTORS

Catherine shared that the Nominations Committee of the Board of Directors recommended that those Directors identified in the 2025 Annual Report be re-elected for a one-year term.

Catherine announced that Greg Smith had been nominated to serve as Vice Chair, succeeding Bill Lahey.

Catherine thanked Bill Lahey for his leadership and service as Vice Chair and noted that he would continue to serve as a valued Board Member.

Catherine also welcomed Gareth Winsor as the newest member of the Board of Directors and incoming Treasurer.

MOTION: Alissa Lysack moved to approve the election of the Board of Directors identified in the Annual Report with the noted updates, seconded by Rebecca Wadden.

MOVED: The Board of Directors identified in the Annual Report, with the noted updates, were approved by a majority of the attendees of the Annual General Meeting by Microsoft Teams poll.

14. CYNTHIA CARROLL INCLUSION SCHOLARSHIP

Catherine announced the launch of the Cynthia Carroll Inclusion Scholarship in honour of former Executive Director Cynthia Carroll.

The scholarship recognizes educational support professionals who demonstrate leadership and commitment to inclusion within schools and communities.

The inaugural recipient of the scholarship was announced as Belinda Bignell.

15. CHIEF EXECUTIVE OFFICER REPORT

Amanda Alexander thanked attendees for joining Autism Nova Scotia's 2025 Annual General Meeting and reflected on her first AGM as CEO.

Amanda highlighted the organization's continued growth and momentum over the past year, including:

- Record numbers of individuals and families accessing Regional Autism Centres
- Continued increase in engagement from Autistic adults
- Expansion of services in rural and underserved communities
- Ongoing collaboration with government and community partners on the Provincial Autism Action Plan
- Continued emphasis on community-led engagement and consultation

Amanda emphasized that the additional timeline for the Autism Action Plan would allow for further strengthening of the work to ensure meaningful and lasting systemic change across Nova Scotia.

Amanda acknowledged the contributions of Autistic individuals, advisory committee members, working groups, and community members who participated in surveys and consultations related to the Autism Action Plan.

A video presentation featuring Patricia George-Zwicker and Vicki Harvey was shared with attendees.

Amanda also recognized:

- Autism Nova Scotia staff and volunteers
- The Board of Directors
- Founder Joan Craig
- Former Executive Director Cynthia Carroll

Amanda concluded by thanking attendees and returning the meeting to Catherine.

16. TERMINATION

Catherine thanked Amanda and invited all Board Members to return to the screen.

MOTION: Dave Nicholson moved that the 2025 Annual General Meeting now be adjourned, seconded by Greg Smith.

MOVED: The adjournment of the 2025 Annual General Meeting was approved by the majority of the attendees of the Annual General Meeting by Microsoft Teams poll.

17. MEETING CLOSED

Catherine thanked Board Members for joining on screen and introduced the presentation portion of the Annual General Meeting.

A final video presentation highlighted Autism Nova Scotia's office consolidation project and organizational growth over the past year.

18. CLOSING REMARKS – CATHERINE RAHEY

Catherine thanked all attendees for joining the 2025 Annual General Meeting.

Special thanks were extended to:

- The Board of Directors
- Founder and Honorary Board Member Joan Craig

- Amanda Alexander
- Autism Nova Scotia staff and volunteers
- The Autistic community across Nova Scotia

Catherine concluded the meeting by thanking the autism community for its leadership, advocacy, and continued efforts to build a more inclusive Nova Scotia.

19. MEETING ADJOURNMENT