



THE MINUTES OF THE ORGANIZATION MEETING OF THE BOARD

BOARD ROOM – EDUCATION CENTRE
6:00 p.m.

DECEMBER 8, 2015

ATTENDANCE:

Board: Jennifer Ajandi, Sue Barnett, Helga Campbell, Lora Campbell, Diane Chase, Linda Crouch, Jonathan Fast, Cheryl Keddy Scott, Kevin Maves, Dale Robinson, Dave Schaubel

Student

Trustees: Justin Dubé and Katelynn Hilborn

Officials: Warren Hoshizaki (Director of Education), Lora Courtois, John Dickson, Wesley Hahn, Paula MacKinnon, Helen McGregor, Jim Morgan, Kelly Pisek, Marian Reimer Friesen, JoAnna Roberto, Stacy Veld, Brenda Stokes Verworn, Kim Yielding, Karen Bellamy, Cheryl Bujacz

Recording

Secretary: Christina Dero

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Warren Hoshizaki, Director of Education and Secretary of the Board, who conducted the meeting until the election of the Chairperson.

Warren Hoshizaki, Director of Education and Secretary of the Board, noted that Trustee Crouch would be participating electronically.

2. READING APPLICABLE BY-LAW PROCEDURES FOR THE ELECTION OF NEW CHAIRPERSON AND VICE-CHAIRPERSON

DSBN By-Law F-1 states “The order of business for the Organization Meeting of the Board is to elect the Chairperson and Vice-Chairperson of the Board.”

**READING APPLICABLE BY-LAW PROCEDURES FOR THE ELECTION OF NEW
CHAIRPERSON AND VICE-CHAIRPERSON – continued**

Warren Hoshizaki, Director of Education and Secretary of the Board, read DSBN By-Law F-6 which outlines the process for nominations and voting for the election of a new Chairperson and Vice-Chairperson.

F - 6.1 Nominations

- i) The Secretary of the Board shall receive written nominations of members of the Board for the position of Chairperson and Vice-Chairperson.
- ii) Nominations shall be submitted to the Secretary of the Board from December 1st until 12:00 noon on the day of the Organization Meeting and may be submitted only by members of the Board.
- iii) The Secretary shall confirm with each nominee the nominee's acceptance of the nomination.
- iv) A Board member may be nominated for both Chairperson and Vice-Chairperson but, if elected as Chairperson, must either decline the position or withdraw from the ballot for Vice-Chairperson.
- v) Each Board member may nominate only one member of the Board for each position. This includes the Board member making the nomination.
- vi) After nominations are closed, the Secretary will prepare separate ballots containing the names of the candidate for each position.

F- 6.2 Voting

- i) Where there are two or more candidates for a position, a vote shall be held by secret ballot. The count on any vote shall not be declared.
- ii) The election of the Chairperson shall take place first. The person with a clear majority of the votes cast shall be the Chairperson until the next annual Organization Meeting and shall at once take the Chair and preside over the further conduct of the business of the meeting.
- iii) Should no candidate receive a clear majority of the votes cast (void ballots not being counted), the scrutineers shall announce the name of the person receiving the least number of votes, whose name shall be dropped from the ballot.
- iv) Balloting shall continue until one member receives a clear majority of the votes cast.

Warren Hoshizaki, Director of Education and Secretary of the Board, read DSBN By-Law F-7 which states, "The election of the Vice-Chairperson shall proceed in the same manner as prescribed for the election of the Chairperson."

3. APPOINTMENT OF SCRUTINEERS

Warren Hoshizaki, Director of Education and Secretary of the Board, read DSBN By-Law F-5 which states “The Secretary shall name two scrutineers appointed for the election of the Chairperson and Vice-Chairperson. At the request of a Trustee, the Board may by majority vote, also approve the appointment of a disinterested party to serve as a third scrutineer for the election of Chairperson and/or Vice-Chairperson.”

In accordance with DSBN By-Law F-5, Warren Hoshizaki, Director of Education and Secretary of the Board, named Stacy Veld, Superintendent of Business, and Brenda Stokes Verworn, Board Lawyer, as scrutineers for the election of a new Chairperson and Vice-Chairperson.

4. ELECTION OF CHAIRPERSON

The process for the election of a Chairperson was carried out in accordance with DSBN By-Laws F-6.1 and F-6.2.

Warren Hoshizaki, Director of Education and Secretary of the Board, reported that Trustees Sue Barnett and Dale Robinson were nominated and let their names stand for the position of Chairperson. Each nominee was given an opportunity to address the Board.

Warren Hoshizaki, Director of Education and Secretary of the Board, noted that Superintendents Hahn and MacKinnon delivered a ballot to Trustee Crouch at the Greater Niagara General Hospital so that she may vote for the Chairperson. The secret ballot will be returned back to the Education Centre for the scrutineers to count with the rest of the ballots.

Karen Bellamy, Executive Assistant to the Director, distributed the ballots for the position of Chairperson.

Following the voting, the scrutineers collected the ballots.

At 6:10 p.m., Warren Hoshizaki, Director of Education and Secretary of the Board, called a recess until Trustee Crouch’s ballot was delivered.

At 6:34 p.m., the meeting resumed as Superintendents Hahn and MacKinnon returned Trustee Crouch’s ballot and submitted it to the scrutineers, who counted all of the ballots.

Warren Hoshizaki, Director of Education and Secretary of the Board, noted that Superintendents Hahn and MacKinnon left to deliver a ballot to Trustee Crouch at the Greater Niagara General Hospital so that she may vote for the Vice-Chairperson. In the interest of time, Director Hoshizaki requested, and received approval from Trustees to allow Trustee Crouch to submit her vote electronically to Warren Hoshizaki, Director of Education and Secretary of the Board.

Warren Hoshizaki, Director of Education and Secretary of the Board, received the count for Chairperson and announced that Trustee Robinson received a clear majority of the votes cast and was elected to the position of Chairperson for 2015-2016. Trustee Robinson accepted the position of Chairperson.

5. ELECTION OF VICE-CHAIRPERSON

The process for election of a Vice-Chairperson was carried out in accordance with DSBN By-Law F-7.

Chair Robinson reported that Trustees Sue Barnett and Diane Chase were nominated and let their names stand for the position of Vice-Chairperson. Each nominee was given an opportunity to address the Board.

Karen Bellamy, Executive Assistant to the Director, distributed the ballots for the position of Vice-Chairperson.

Chair Robinson stated that Superintendents Hahn and MacKinnon were delivering a ballot to Trustee Crouch and the results of her vote for Vice-Chairperson would be electronically submitted to Warren Hoshizaki, Director of Education and Secretary of the Board, to be submitted with the rest of the ballots.

Following the voting, the scrutineers collected the ballots.

Warren Hoshizaki, Director of Education and Secretary of the Board, received, and relayed the electronic vote of Trustee Crouch to the scrutineers at 6:52 p.m.

Chair Robinson received the count and announced that Trustee Chase received a clear majority of the votes cast and was elected to the position of Vice-Chairperson for 2015-2016. Trustee Chase accepted the position of Vice-Chairperson.

Chair Robinson thanked Trustee Barnett for her dedicated service to the students, staff, and employees of the District School Board of Niagara.

6. DESTRUCTION OF BALLOTS

**Moved by Jonathan Fast
Seconded by Helga Campbell**

“That the ballots be destroyed.”

CARRIED

7. COMMITTEE MEMBERSHIP (December 1, 2014, to August 31, 2016)

As the current committee allocations remain in effect until August 31, 2016, save and except the Special Education Advisory Committee (SEAC) which is a four (4) year commitment, there is no requirement to select committee membership at this time.

8. SIGNING AUTHORITY

Moved by Cheryl Keddy Scott

Seconded by Jennifer Ajandi

“That the Chairperson or the Vice-Chairperson of the Board, and the Secretary/Treasurer of the Board, be the signing officers of the Board”; and

“That for the payment of the accounts, automatic cheque signing equipment be used bearing the signature of the Chairperson and Secretary/Treasurer of the Board.”

CARRIED

9. BORROWING AUTHORITY

A resolution authorizing the borrowing of money to meet current expenditures of the District School Board of Niagara (“the “Board”).

- A. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the Act), the Board considers it necessary to borrow the amount of up to 45 million dollars (\$45,000,000) to meet, until current revenue is received, the current expenditures of the Board for the period commencing on January 1, 2016 and ending on December 31, 2016 (“the Period”).
- B. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution, together with the total of any similar borrowings and any accrued interest on those borrowings, is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.
- C. The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.
- D. The amount borrowed for current expenditures is within the Board’s Debt and Financial Obligation Limit as established by the Ministry of Education from time to time.

Moved by Kevin Maves

Seconded by Lora Campbell

“That the Chairperson or Vice-Chairperson and the Secretary/Treasurer are authorized on behalf of the Board to borrow in accordance with section 243 of the Education Act from time to time by way of promissory note, or overdraft, or bankers acceptance from the Bankers of the Board or from any other approved lender a sum or sums not exceeding in the aggregate 45 million dollars (\$45,000,000) to meet, until current revenue is collected, the current expenditures of the Board for the Period and to give to the Bankers of the Board or to any other approved lender

BORROWING AUTHORITY – continued:

- promissory notes or bankers acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chairperson or Vice-Chairperson and the Secretary/Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Bankers of the Board or any other approved lender; and
2. The interest charged on all sums borrowed pursuant to this Resolution, plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing; and
 3. The Secretary/Treasurer is authorized and directed to apply in payment of all sums borrowed, plus interest, all of the moneys collected or received in respect of the current revenues of the Board.”

CARRIED

10. ADJOURNMENT

Moved by Dave Schaubel
Seconded by Sue Barnett

“That the Organization Meeting of the District School Board of Niagara be now adjourned.”

CARRIED

The meeting adjourned at 6:58 p.m.

DALE ROBINSON, Chair

WARREN HOSHIZAKI, Director of Education
and Secretary/Treasurer