



## THE MINUTES OF THE ORGANIZATION MEETING OF THE BOARD

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**BOARD ROOM – EDUCATION CENTRE**  
**6:47 p.m.**

**DECEMBER 6, 2016**

### **ATTENDANCE:**

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

**Student Trustees:** Samir Alazzam and Karling Luciani

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

**Regrets:** Trustee Jonathan Fast

**Recording Secretary:** Christina Dero

### **1. CALL TO ORDER**

The meeting was called to order at 6:47 p.m. by Warren Hoshizaki, Director of Education and Secretary of the Board, who conducted the meeting until the election of the Chairperson.

Director Hoshizaki noted the absence of Trustee Fast.

### **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.”

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

Director Hoshizaki 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 1<sup>st</sup> 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.

Director Hoshizaki 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."

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**3. APPOINTMENT OF SCRUTINEERS**

Director Hoshizaki 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, Director Hoshizaki named Lora Courtois, Superintendent of Human Resources, 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.

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

**Student Trustee Luciani and Student Trustee Alazzam entered the meeting at 6:54 p.m.**

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

Following the voting, Karen Bellamy, Executive Assistant to the Director, and Cheryl Bujacz, Administrative Assistant to the Director, collected the ballots and handed them to the scrutineers.

Brenda Stokes Verworn, Board Lawyer, announced that there was an equality of votes and noted that section 208-8 in the Education Act states, “In the case of an equality of votes at the election of a Chairperson or Vice-Chairperson, the candidates shall draw lots to fill the position of Chairperson or Vice-Chairperson, as the case may be.”

Director Hoshizaki instructed an additional vote, and added that if there is not clear winner after this second vote, the nominees will draw straws.

Karen Bellamy, Executive Assistant to the Director, and Cheryl Bujacz, Administrative Assistant to the Director, distributed the ballots for the position of Chairperson.

Following the voting, Karen Bellamy, Executive Assistant to the Director, and Cheryl Bujacz, Administrative Assistant to the Director, collected the ballots and handed them to the scrutineers.

Brenda Stokes Verworn, Board Lawyer, announced that there was an equality of votes.

Director Hoshizaki noted that because Trustee Barnett was selected to address the Board first, Trustee Robinson would be given the opportunity to draw a straw. The Trustee who pulls the long straw will be the successful Chairperson.

Director Hoshizaki announced that Trustee Robinson will hold the position of Chairperson for 2016-2017. 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 Trustee Kevin Maves and Trustee 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, and Cheryl Bujacz, Administrative Assistant to the Director, distributed the ballots for the position of Vice-Chairperson.

Following the voting, the Karen Bellamy, Executive Assistant to the Director, and Cheryl Bujacz, Administrative Assistant to the Director, collected the ballots and handed them to the scrutineers.

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

**6. DESTRUCTION OF BALLOTS**

**Moved by Helga Campbell  
Seconded by Cheryl Keddy Scott**

**“That the ballots be destroyed.”**

**CARRIED**

**7. COMMITTEE MEMBERSHIP**

There is no requirement to select committee membership at this time.

**8. SIGNING AUTHORITY**

**Moved by Sue Barnett  
Seconded by Lora Campbell**

**“That the Chairperson or the Vice-Chairperson of the Board, and the Secretary or 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 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, 2017 and ending on December 31, 2017 (“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 Jennifer Ajandi  
Seconded by Diane Chase**

1. **“That the Chairperson or Vice-Chairperson and the Secretary or 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 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 or 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 or 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 Linda Crouch**

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

**CARRIED**

The meeting adjourned at 7:15 p.m.

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**DALE ROBINSON, Chair**

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**WARREN HOSHIZAKI, Director of Education  
and Secretary**