



## THE MINUTES OF THE ORGANIZATION MEETING OF THE BOARD

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**BOARD ROOM – EDUCATION CENTRE**  
**5:30 p.m.**

**DECEMBER 2, 2014**

### **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:** Nick Molkoski and Vinay Sharma were not present for the Organization Meeting

**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:** Irene Foster

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

The meeting was called to order at 5:30 p.m. by Warren Hoshizaki, Director of Education as Secretary of the Board, who conducted the meeting until the election of the Chairperson.

### **2. READING OF APPLICABLE BY-LAW PROCEDURES FOLLOWING THE ELECTION OF A NEW BOARD**

Director of Education Warren Hoshizaki, as Secretary of the Board, read By-Law F – 4 which states, *“When a new Board has been elected, the Secretary shall first read the returns of the elections of the members of the Board, as supplied by the Clerk of the municipality.”*

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**READING OF APPLICABLE BY-LAW PROCEDURES FOLLOWING THE ELECTION OF A NEW BOARD – continued:**

Director Hoshizaki, as Secretary of the Board, read the Trustee election returns from the October 27, 2014, Municipal Elections for the term December 1, 2014, to November 30, 2018, as follows:

Fort Erie/Port Colborne	Dave Schaubel
Grimsby/Town of Lincoln	Cheryl Keddy Scott
Niagara Falls	Helga Campbell
	Kevin Maves
Thorold/Pelham	Dale Robinson
St. Catharines/	Jennifer Ajandi
Niagara-on-the-Lake	Lora Campbell
	Linda Crouch
	Jonathan Fast
Welland	Sue Barnett
West Lincoln/Wainfleet	Diane Chase

**3. DECLARATION OF OFFICE AND OATH OF ALLEGIANCE**

In accordance with By-Law F – 4, Director Hoshizaki, as Secretary of the Board, certified that the newly elected members of the Board have filed their Declarations of Office and Oath of Allegiance.

The Trustees stood and joined together in reading and signing their Declarations of Office and to take the Oath of Allegiance.

**4. READING OF APPLICABLE BY-LAW PROCEDURES FOR THE ELECTION OF A NEW CHAIRPERSON AND VICE-CHAIRPERSON**

District School Board of Niagara By-Laws F - 6 and F - 7, being procedures for the election of Chairperson and Vice-Chairperson, were read by the Director as Secretary of the Board.

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.

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

- 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(s) of the person(s) receiving the least number of votes, whose name(s) shall be dropped from the ballot.
- iv) Balloting shall continue until one member receives a clear majority of the votes cast.

**5. APPOINTMENT OF SCRUTINEERS**

Director of Education and Secretary of the Board Warren 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 of Education and Secretary of the Board Warren Hoshizaki named Stacy Veld, Superintendent of Business Services, and Brenda Stokes Verworn, Board Lawyer, as scrutineers for the election of a new Chairperson and Vice Chairperson.

**6. 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 of Education and Secretary of the Board Warren Hoshizaki reported that Trustees Sue Barnett and Dave Schaubel were nominated and let their names stand for the position of Chairperson. Each nominee was given an opportunity to address the Board.

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**ELECTION OF CHAIRPERSON – continued:**

Karen Bellamy, Executive Assistant to the Director, distributed the ballots for the position of Chairperson. Following the voting, the scrutineers collected and counted the ballots.

Director of Education and Secretary of the Board Warren Hoshizaki received the count and announced that Trustee Barnett received a clear majority of the votes cast and was elected to the position of Chairperson for 2014-2015. Trustee Barnett accepted the position of Chairperson and she presided over the remainder of the meeting.

**7. ELECTION OF VICE-CHAIRPERSON**

Chair Barnett 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.*”

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

Chair Barnett reported that Trustees Diane Chase, Dale Robinson, and Dave Schaubel 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. Following the voting, the scrutineers collected and counted the ballots.

Chair Barnett received the count and announced that there was no clear majority of the votes cast and a revote must be conducted. A second round of voting took place with Trustees Chase, Robinson and Schaubel remaining on the ballot.

Karen Bellamy distributed the ballots for the second round of voting. Following the voting, the scrutineers collected and counted the ballots.

Chair Barnett received the count. Director Hoshizaki announced that the second round of voting did not have a clear majority. Director Hoshizaki informed the Trustees of the following options:

- Nominees can choose to address the Board again; or
- A nominee can choose to withdraw their name from the ballot; or
- Trustees can choose to support another nominee in the next round of voting

Director Hoshizaki added that Section 208(8) of the *Education Act* provides for the option that, if the next round of voting has the same count as the previous ballots, a draw by lot may be conducted to eliminate one of the two lowest tie votes.

Trustee Diane Chase withdrew her name from the ballot.

Karen Bellamy distributed the ballots for the third round of voting with Trustees Robinson and Schaubel remaining on the ballot. Following the voting, the scrutineers collected and counted the ballots.

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**ELECTION OF VICE-CHAIRPERSON – continued:**

Chair Barnett received the count and announced that Trustee Robinson received a clear majority of the votes cast and was elected to the position of Vice-Chairperson for 2014-2015. Trustee Robinson accepted the position of Vice-Chairperson.

**8. DESTRUCTION OF BALLOTS**

**Moved by Lora Campbell  
Seconded by Jennifer Ajandi**

**That the ballots be destroyed.**

**CARRIED**

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

In accordance with By-Law L – 4, Standing and Statutory Committees:

*“Board members will indicate their preference for Committees to the Nominating Committee. The membership of the Nominating Committee shall be comprised of the Chairperson, the Vice-Chairperson, one Board member selected at large by the Chairperson. The mandate of the Nominating Committee is to receive each Board member’s preference for Committees, preferably electronically, and subsequently allocate Committee assignments to each Board member.”*

These Committee allocations will remain in effect from December 1, 2014, until August 31, 2016, save and except the Special Education Advisory Committee (SEAC) which is a four year legislated commitment.

Chair Barnett selected Trustee Maves to be a member of the Nominating Committee.

Trustees were asked to meet directly following the Regular Board Meeting (Public Session) for Committee assignments.

**10. ELECTION OF COMMITTEE CHAIRS**

Committee Chairs will be elected at the first meeting of each Committee, save and except the Special Education Advisory Committee (SEAC).

**11. SIGNING AUTHORITY**

**Moved by Cheryl Keddy Scott  
Seconded by Jonathan Fast**

**“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**

**10. 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, 2015 and ending on December 31, 2015 (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.

**BORROWING AUTHORITY – continued:****THEREFORE:**

**Moved by Dave Schaubel  
Seconded by Diane Chase**

- 1. “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 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**

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**13. O.P.S.B.A. VOTING DELEGATE AND ALTERNATE**

Trustee Jennifer Ajandi accepted Trustee Cheryl Keddy Scott's nomination for the position of OPSBA Director and Voting Delegate for the District School Board of Niagara.

Trustee Linda Crouch accepted Trustee Cheryl Keddy Scott's nomination for the position of OPSBA Alternate Director and Alternate Voting Delegate for the District School Board of Niagara.

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

**“That Jennifer Ajandi be appointed the DSNB representative for the Ontario Public School Boards' Association (OPSBA) as Director and Voting Delegate;” and**

**“That Linda Crouch be appointed the DSNB representative for the Ontario Public School Boards' Association (OPSBA) as Alternate Director and Alternate Voting Delegate.”**

**CARRIED**

**14. DATE AND LOCATION OF INAUGURAL MEETING**

The Inaugural Meeting of the District School Board of Niagara will be held on **Tuesday, January 13, 2015, in the Board Room at the Education Centre, 191 Carlton Street, St. Catharines, Ontario.**

**15. ADJOURNMENT**

**Moved by Dave Schaubel  
Seconded by Lora Campbell**

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

**CARRIED**

The meeting adjourned at 6:16 p.m.

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**SUE BARNETT, Chair**

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



