

PROVINCE OF QUÉBEC
Ville de Rosemère

A Special meeting of the Executive Committee of the Sir Wilfrid Laurier School Board was held in room 36A of the Administration Centre, 235 Montée Lesage, Rosemère, QC, and via videoconference on Wednesday, December 9, 2020 at 18:30 hours, at which were:

Present via videoconference: Paolo Galati, Chairperson; Commissioner Bob Pellerin, Vice-Chairperson; Commissioners Donna Anber, Vincent Cammisano, James Di Sano, Olivia Landry and Parent Commissioner Adam Gordon; and Gaëlle Absolonne, Director General.

Present at Administration Centre: Anna Sollazzo, Director of Corporate Affairs and Secretary General; and Jocelyne Thompson-Ness, Administration Officer.

Also present via videoconference were: Tara Anderson, Parent Commissioner; Frédéric Greschner, Assistant Director General; Robin Bennett, Director of Information technology; Florence Delorme, Director of School Affairs and School Organization; Michel Dufour, Director of Material Resources and Transportation; Chao Lyng Pan, Director of Financial Resources.

1.0 Opening of Meeting

The Chairperson called the meeting to order and confirmed with the Director of Corporate Affairs and Secretary General that the process for calling this special meeting was in conformity with the law.

TIME: 18:31 hours

The Director of Corporate Affairs and Secretary General confirmed quorum.

1.1 Acknowledgement of the Land:

"We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Kaniien'keha:ka or Mohawk nation. The Mohawk Nation is also known as the "Eastern Door Keepers" and is a member of the Haudenosaunee Confederacy, which also includes the Seneca, Cayuga, Tuscarora, Onondaga and Oneida Peoples.

All those who gather here are counted as esteemed stakeholders in our community and most importantly friends."

2.0 Approval of the Agenda:

Approval of the Agenda

EC-201209-CA-0062

Commissioner Bob Pellerin MOVED THAT the special agenda be approved as presented in document #X-SWLSB-2020/12/09-CA-001.

Carried unanimously

In response to a question from the Chairperson, the Director of Corporate Affairs and Secretary General noted that a special meeting was called because when the by-law on the day, time and place of Executive Committee meetings was approved last spring it did not schedule any Executive Committee meetings post-election period.

3.0 Decision Items

3.1 School Affairs and School Organization

3.1.1 Deeds of Establishment and Three-Year Plan – Consultation Feedback

3.1.1.1 Deeds

Deeds of Establishment and Three-Year Plan WHEREAS the Executive Committee adopted resolution no. EC-200923-TS-0031 authorizing for consultation the deeds of establishment portion of policy no. 2021-CA-02: *Deeds of Establishment and Three-Year Plan for the Allocation and Destination of Immovables*;

Deeds

EC-201209-TS-0063

WHEREAS the consultation period expired on November 27, 2020, and feedback was received from the Governing Boards of the schools and centres as well as the Parents' Committee on the deeds of establishment for the allocation and destination of immovables and taken into consideration;

Commissioner Olivia Landry MOVED THAT, on the recommendation of the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the final version of the deeds of establishment portion of policy no. 2021-CA-02: *Deeds of Establishment and Three-Year Plan for the Allocation and Destination of Immovables*.

Carried unanimously

3.1.1.2 Three-Year Plan

Deeds of Establishment and Three-Year Plan WHEREAS the Executive Committee adopted resolution no. EC-200923-TS-0032 authorizing for consultation the three-year plan portion of policy no. 2021-CA-02: *Deeds of Establishment and Three-Year Plan for the Allocation and Destination of Immovables*;

Three-Year Plan

EC-201209-TS-0064

WHEREAS the consultation period expired on November 27, 2020, and feedback was received from the Parents' Committee on the three-year plan for the allocation and destination of immovables and taken into consideration;

Commissioner Vincent Cammisano MOVED THAT, on the recommendation of the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the final version of the three-year plan portion of policy no. 2021-CA-02: *Deeds of Establishment and Three-Year Plan for the Allocation and Destination of Immovables*.

Carried unanimously

3.2 Material Resources and Transportation

3.2.1 Replacement of Electric Cars

Replacement of Electric Cars

EC-201209-MR-0065

WHEREAS the Executive Committee adopted resolution no. EC-140512-MR-0061, approving the lease of hybrid/electric vehicles under the 2013-2017 Transportation Electrification Strategy of the Quebec Government for a period of six (6) years;

WHEREAS the Executive Committee adopted resolution no. EC-151104-MR-0027, approving the lease of an additional hybrid/electric vehicle, also for a period of six (6) years

WHEREAS the vehicles acquired as per resolution no. EC-140512-MR-0061, have reached the end of their lease agreement and need to be replaced;

WHEREAS a cost analysis has demonstrated that it is more cost efficient to purchase three new vehicles rather than enter into another leasing agreement;

WHEREAS public tenders for the purchase of three electric vehicles were called and opened on November 17, 2020;

WHEREAS the conformability of all bidders has been verified;

Commissioner Donna Anber MOVED THAT, on the recommendation of the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board award the contract for the purchase of three compact electric vehicles to Boisvert Chevrolet Buick GMC Ltée., for a total cost of \$138,769.62 before taxes or \$148,326.34 net taxes;

AND THAT the Chairperson, or in their absence or with their knowledge the Vice-Chairperson, as well as the Director General, or in their absence or with their knowledge the Assistant Director General, be authorized to sign all documentation concerning this project;

FURTHER THAT the Director of Material Resources and Transportation be authorized to sign documentation concerning this project, as per By-Law no BL2008-CA-01: Delegation of Functions & Powers of the Sir Wilfrid Laurier School Board.

Carried unanimously

3.3 Financial Resources

3.3.1 Annual Borrowing Plan

Annual Borrowing Plan

EC-201209-FR-0066

WHEREAS, in conformity with section 78 of the *Financial Administration Act*, the Sir Wilfrid Laurier School Board (the "Borrower") wishes to establish a borrowing plan allowing it to conclude, from now until September 30, 2021, long-term borrowing transactions with the Ministre des Finances, as the person responsible for the Financing Fund, for an amount not exceeding \$19,427,000.00;

WHEREAS, in accordance with section 83 of the *Financial Administration Act*, the Borrower wishes to provide that, under this borrowing plan, the power to borrow and the power to approve the terms and conditions be exercised by at least two of its officers;

WHEREAS it is deemed appropriate to authorize this borrowing plan, to set the maximum amount of the borrowings that may be made under the plan as well as the characteristics and limits with respect to the borrowings to make, and to authorize the officers of the Borrower to conclude any borrowing transaction under the plan and to accept the terms and conditions of each transaction;

WHEREAS the Ministre de l'Éducation (the "Minister") has authorized the Borrower to establish this borrowing plan in accordance with the conditions specified in a letter dated November 24, 2020;

Commissioner James Di Sano MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board approve:

1. THAT a borrowing plan be established, under which the Borrower may, subject to the characteristics and limits stated hereafter, conclude, from now until September 30, 2021, long-term borrowing transactions with the Ministre des Finances, as the person responsible for the Financing Fund, for an amount not exceeding \$19,427,000.00 (the "Borrowing Plan");
2. THAT the long-term borrowing transactions made by the Borrower under the Borrowing Plan be subject to the following characteristics and limits:
 - a) Despite the provisions of paragraph 1 above, the Borrower may not, during each of the **fifteen-month** periods extending from July 1 to September 30 and included in the period covered in paragraph 1, make borrowing transactions that would exceed the total amount approved for the Borrower by the Conseil du trésor for such a period under the long-term borrowing program for school boards;

- b) The Borrower may not make a borrowing transaction unless it receives a subsidy from the Government of Québec in accordance with the standards established by the Conseil du trésor for the granting or the promise of subsidies to school boards and in accordance with the terms and conditions determined by the Minister, and providing for the payment of the principal and interest of the borrowing concerned even if, otherwise, payment of such subsidy is conditional to an annual vote, by Parliament, on the funds required for such purpose;
 - c) Each borrowing transaction may only be made in the legal currency of Canada, with the Ministre des Finances, as the person responsible for the Financing Fund;
 - d) The proceeds of each borrowing transaction may only be used, other than for the payment of borrowing costs, to fund the capital expenditures and expenditures subsidized by the Minister related to the investments of the Borrower;
3. THAT, for the purposes of determining the total amount to which paragraph 1 above refers, only the face value of the borrowings made by the Borrower be taken into account;
4. THAT, in addition to the preceding limits and characteristics, the borrowings be subject to the following characteristics:
- a) The Borrower shall be able to contract one or several borrowings throughout the life of the Borrowing Plan up to the maximum amount stipulated herein, under a single loan agreement to be reached by the Borrower and the Ministre des Finances, as the person responsible for the Financing Fund;
 - b) For each borrowing, the debt shall be acknowledged by a note from the Borrower to the Ministre des Finances, as the person responsible for the Financing Fund;
 - c) The interest rate payable on all borrowing transactions shall be established according to the criteria determined by the Government under Order-in-Council number 432-2018 of March 28, 2018, as such order-in-council may be amended or replaced from time to time;
 - d) For the purpose of ensuring payment at maturity of the principal of each borrowing and the applicable interest due, a movable hypothec without delivery in favour of the Ministre des Finances, as the person responsible for the Financing Fund, shall be placed on the debt that represents, for the Borrower, the subsidy granted by the Minister on behalf of the Government of Québec;
5. THAT the Borrower be authorized to pay, from the proceeds of each borrowing under the Borrowing Plan, the issue expenses and the management fees that shall have been agreed to;
6. THAT the Chairperson or, in their absence or with their knowledge, the Vice-Chairperson as well as the Director General or, in their absence or with their knowledge, the Assistant Director General, **provided two of them act jointly**, be authorized, on behalf of the Borrower, to sign the loan agreement, the movable hypothec agreement and the notes; to agree to all the clauses and guarantees not substantially incompatible with the provisions herein, to deliver the notes, to make any changes to these documents not substantially incompatible with the provisions herein, to take any action and to sign any document, necessary or useful, to give full effect to this resolution;
7. THAT, should the Borrower have already adopted a resolution establishing a long-term borrowing plan for the same purposes, this resolution replaces the previous resolution without affecting the validity of the borrowings made under its authority before the date of the Borrowing Plan.

Carried unanimously

4.0 Adjournment:

Parent Commissioner Adam Gordon MOVED the adjournment of the meeting.

Carried unanimously

TIME: 18:46 hours

NEXT MEETING ⇒ REGULAR ⇒ January 27, 2021

Anna Sollazzo, Secretary General

Paolo Galati, Chairperson