

**PROVINCE OF QUÉBEC**  
**Ville de Rosemère**

**A regular meeting** of the Executive Committee of the Sir Wilfrid Laurier School Board was held in the boardroom of the Administration Centre, 235 Montée Lesage, Rosemère, Québec, on Wednesday, November 23, 2022, and via videoconference at 18:30, at which were:

**Present:** Paolo Galati, Chairperson; Commissioner Bob Pellerin, Vice-Chairperson; Commissioners Donna Anber and James Di Sano, and Gaëlle Absolonne, Director General.

**Present via videoconference:** Commissioner Vincent Cammisano.

**Also present:** Commissioner Barbara Barrasso; Parent Commissioners Chloée Alary, Tara Anderson and Stéphane Henley; Frédéric Greschner, Assistant Director General; Anna Sollazzo, Secretary General and Director of the Legal, Corporate and Communications Department; Robin Bennett, Director of Information Resources; Florence Delorme, Director of School Affairs and School Organization; Michel Dufour, Director of Material Resources and Transportation; Chao Ling Pan, Director of Financial Resources; Nathalie Senecal, Interim Director of Human Resources; and Jocelyne Thompson-Ness, Administration Officer.

**Also present via videoconference:** Commissioner Melissa Wall.

**Absent:** Commissioner Olivia Landry.

**0.0 Opening of Meeting**

In response to a request from the Chairperson, the Secretary General and Director of the Legal, Corporate and Communications Department verified that quorum is achieved. The Chairperson called the meeting to order.

**TIME: 18:32**

**0.1 Acknowledgement of the Land**

*"I would like to honour the existence of the First Peoples by acknowledging that the Sir Wilfrid Laurier School Board is on the traditional land of the Kanien'keha:ka or Mohawk nation.*

*The Mohawk Nation is also known as the "Eastern Door Keepers" and are a member of the Haudenosaunee Confederacy which also includes the Seneca, Cayuga, Tuscarora, Onondaga and Oneida Peoples.*

*In the spirit of truth, reconciliation, and collaboration, we honour our relationship with the Indigenous Community and respect the history, culture, and language of Canada's original peoples."*

**1.0 Approval of the Agenda**

Approval of the Agenda

**EC-221123-CA-0022**

Commissioner Donna Anber MOVED THAT the November 23, 2022, agenda of the Executive Committee be approved as presented in document no. EC-SWLSB-2022/11/23-CA-001.

**Carried unanimously**

**2.0 Approval of Minutes – October 26, 2022**

Approval of Minutes  
 October 26, 2022

**EC-221123-CA-0023**

Commissioner Vincent Cammisano MOVED THAT the minutes of the regular meeting of the Executive Committee of the Sir Wilfrid Laurier School Board held on October 26, 2022, having been received by all members prior to this meeting, be approved as written and exempt from reading by the Secretary General.

**Carried unanimously**

### 3.0 Business Arising

There was no business arising.

### 4.0 Decision Items

#### 4.1 Material Resources and Transportation

##### 4.1.1 CAG Public Tender – Acquisition of Printing Paper

In response to a question from Commissioner Donna Anber, the Director of Material Resources and Transportation noted that the cost of this entire public tender is \$22,000,000.00, for the province and that the school board has estimated its cost at \$90,000.00, plus tax.

CAG Public Tender  
Acquisition of Printing  
Paper  
**EC-221123-MR-0024**

WHEREAS the Centre d'acquisitions gouvernementales (CAG) will be conducting public tender no. 2023-8092-50 to acquire printer paper;

WHEREAS the Conseil de trésor has decreed that all acquisitions of printing paper be made through the CAG;

WHEREAS the Sir Wilfrid Laurier School Board wishes to participate in this call for tender for the twelve (12) month contract to be awarded by the CAG;

WHEREAS it is estimated that the purchase cost of printing paper is of \$90,000.00, before taxes, for the term of the contract;

Commissioner James Di Sano MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Executive Committee of the Sir Wilfrid Laurier School Board approve the participation of the Sir Wilfrid Laurier School Board in public tender no. 2023-8092-50 to acquire printing paper;

AND THAT the Director of Material Resources and Transportation be authorized to sign all documentation concerning the participation of the Sir Wilfrid Laurier School Board to this tender;

FURTHER THAT all acquisitions be made in accordance with by-law no. BL2008-CA-01: *Delegation of Functions and Powers of the Sir Wilfrid Laurier School Board.*

**Carried unanimously**

#### 4.2 Financial Resources

##### 4.2.1 Short-Term Borrowing Plan

Short-Term Borrowing  
Plan  
**EC-221123-FR-0025**

WHEREAS, in accordance with section 78 of the *Financial Administration Act* (CQLR, chapter A-6.001), the Sir Wilfrid Laurier School Board (the "Borrower") wishes to establish a borrowing plan allowing it to obtain loans in the form of a line of credit with the Ministre des Finances, as the person responsible for the Financing Fund, to finance the portion subsidized by the Ministre de l'Éducation of its capital projects, notably the projects under the responsibility of the Société québécoise des infrastructures (the "Projects");

WHEREAS the amount and the maturity date of the loan to be contracted under this borrowing plan must not exceed the amounts authorized from time to time for these Projects by the Ministre de l'Éducation in accordance with the *Education Act* (CQLR, chapter I-13.3) and the *Financial Administration Act*;

WHEREAS funding for these Projects will be obtained exclusively from the Ministre des Finances, as the person responsible for the Financing Fund;

WHEREAS, for the Projects under the responsibility of the Société québécoise des infrastructures, the temporary funding will be initiated by the Société québécoise des infrastructures, upon its own credit;

WHEREAS the temporary funding of the Projects under the responsibility of the Société québécoise des infrastructures must be periodically transferred to the Ministre des Finances, as the person responsible for the Financing Fund, in the name of the Borrower, upon the request of the Société québécoise des infrastructures;

WHEREAS it is deemed appropriate, for this purpose, to authorize this borrowing plan and to accept its terms and conditions;

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 of the borrowings be exercised by at least two of its officers;

WHEREAS the second paragraph of section 83 stipulates that, as regards effecting a short-term or line-of-credit loan, the power may be exercised by a member of the personnel authorized by the body to act alone;

WHEREAS this borrowing plan must be authorized by the Ministre de l'Éducation, in accordance with the *Education Act* and the *Financial Administration Act*;

WHEREAS it is appropriate to renew any line-of-credit agreements between the Borrower and the Ministre des Finances, as the person responsible for the Financing Fund;

Commissioner Vincent Cammisano MOVED THAT, on the recommendation of the Audit Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve:

1. THAT, subject to the required authorization from the Ministre de l'Éducation, the Borrower be authorized to establish a borrowing plan allowing it to obtain loans in the form of a line of credit with the Ministre des Finances, as the person responsible for the Financing Fund, to fund the portion subsidized by the Ministre des Finances of its capital projects, notably the projects under the responsibility of the Société québécoise des infrastructures (the "Projects"), subject to the following characteristics and limits:
  - a) The interest rate payable on these loans shall be established according to the criteria determined by the Government under Order-in-Council number 513-2022 of March 23, 2022, as such order-in-council may be amended or replaced from time to time;
  - b) The line-of-credit loans shall be made in accordance with the line-of-credit agreement concluded with the Ministre des Finances, as the person responsible for the Financing Fund, in accordance with the established terms and conditions;
  - c) The amount of the line-of-credit loans cannot, at any time, exceed the amount authorized from time to time by the Ministre de l'Éducation in accordance with the authorization letters delivered by the Ministre concerning these projects;
2. THAT the Projects be funded exclusively with the Ministre des Finances, as the person responsible for the Financing Fund;
3. THAT, for the Projects under the responsibility of the Société québécoise des infrastructures, the requests for loans in the form of a line of credit be initiated by the Société québécoise des infrastructures;
4. THAT, for the purpose of determining the amount of the loans referred to under section 1 c), only the balance of current, not yet repaid, loans obtained from the Ministre des Finances, as the person responsible for the Financing Fund, be taken into account;

5. THAT the Borrower be authorized, except for the requests for loans in the form of a line of credit initiated by the Société québécoise des infrastructures, to deliver to the Ministre des Finances, as the person responsible for the Financing Fund, a confirmation of transaction for the purpose of acknowledging each loan or each repayment of the principal or the interest on the line of credit;
6. THAT, when a request is initiated by the Société québécoise des infrastructures, the principal of the loan in the form of a line of credit be paid, on the date of the loan, to the Société québécoise des infrastructures for and on behalf of the Borrower, to reimburse the expenses incurred for the capital projects of the Borrower, entrusted with the responsibility of managing these projects;
7. THAT the Director of Financial Resources and the Director General or the Assistant Director General of the Borrower, **provided two of them act jointly**, be authorized, on behalf of the Borrower, to sign the line-of-credit agreement, to agree to any and all additions or amendments not substantially incompatible with the provisions herein and to take all actions and sign all documents, necessary or useful, to give full effect to the line-of-credit loans;
8. THAT, in addition to the officers identified under section 7, the Assistant Director of Financial Resources, the Coordinator of Financial Resources or the Accounting Manager of Financial Resources of the Borrower be authorized, on behalf of the Borrower, to sign, pursuant to this borrowing plan, all transaction confirmations required to conclude a line-of-credit loan or to make a repayment on the line of credit;
9. AND THAT this resolution replace all resolutions previously adopted for the same purposes.

**Carried unanimously**

#### **5.0 Information Items**

There were no information items.

#### **6.0 Varia**

There was no varia.

#### **7.0 Adjournment**

Commissioner James Di Sano MOVED the adjournment of the meeting.

**Carried unanimously**

**TIME: 18:43**

**NEXT MEETING → REGULAR → December 14, 2022**