

Minutes of the proceedings of a regular meeting of the **Council of Commissioners** of the New Frontiers School Board held at Howick Elementary School, 5 Lambton, Howick, Québec on **Tuesday, June 5, 2018**, at 19:00 hours and at which the following commissioners were present, representing a quorum of the Council of Commissioners:

Neil Burdon  
Lina Chouinard  
Kenneth Crockett  
David D'Aoust, Chair  
Debie Germann, Commissioner representing the Parents' Committee  
Howard (Buzz) Gibbs  
Shannon Keyes, Commissioner representing the Special Needs Advisory Committee  
John Ryan, Vice-Chair  
Peter Stuckey  
Karin Van Droffelaar  
Debra Wright, Commissioner representing the Parents' Committee  
Anne-Marie Yelle, Commissioner representing the Parents' Committee  
Dianne McKell Eastwood, arrived at 20:29 hours

**Absent with Regrets:**

Barbara Ednie  
Abdul Pirani

**Also in attendance:**

Rob Buttars, Director General  
Mike Helm, Assistant Director General  
Gary Tennant, Secretary General  
Kevin Harvey, Director of Material Resources  
Chantal Martin, Director of Continuing Education  
Craig McAlpine, Director of Administrative Services  
Cuthbert McIntyre, Director of Human Resources  
Luisa Benvenuti, Administration Officer  
Brenda Smylie, NFAA Representative  
Marjorie Reddick, Public

**Call to Order & Opening Remarks**

The Chair opened the 271<sup>st</sup> meeting at 19:25 hours, following a working session with the Director General; he welcomed everyone to this last regular meeting of the 2017-2018 school year.

**Chair & Secretary**

Chair D. D'Aoust presided the meeting; Mrs L. Benvenuti served as recorder.

**Recognition Statement**

Commissioner D. Germann acknowledged that the land on which we gather is the traditional and unceded territory of the Mohawk. A place which has long served as a site of meeting and exchange amongst Nations.

**Adoption of the Agenda**

The agenda was adopted as presented on a motion by Commissioner K. Van Droffelaar.

**MOTION CARRIED** unanimously.

**Waiver – Reading of Minutes**

It was moved by Commissioner B. Gibbs to waive the reading of the minutes of the regular meeting of 2018-05-01, and the special meetings of 2018-05-15 and 2018-05-22.

**MOTION CARRIED** unanimously.

**Adoption of the Minutes**

It was moved by Commissioner A.M. Yelle to adopt the minutes of the regular meeting of 2018-05-01.

**MOTION CARRIED** unanimously.

### **Adoption of the Minutes cont'd**

It was moved by Commissioner L. Chouinard to adopt the minutes of the special meeting of 2018-05-15.

**MOTION CARRIED** unanimously.

It was moved by Commissioner L. Chouinard to adopt the minutes of the special meeting of 2018-05-22.

**MOTION CARRIED** unanimously.

### **Public Question Period**

There were no questions asked by the member of the public in attendance.

### **Director General's Performance Review**

The documentation to undertake this year's performance review of the Director General will be sent to commissioners tomorrow, by email, with 10 days to complete it.

### **Spring Conference 2018 & QESBA Awards**

This year's AAESQ/QESBA Spring Conference, organized by the Riverside School Board, was a great success with many valuable workshops and keynote speakers. At the closing ceremonies, New Frontiers received three of the five QESBA Awards of Excellence for the following projects: NEST (Native Education Support Team) at HSB High School, The Outdoor Classroom at Franklin Elementary School, and the YouTube video channel used by our Continuing Education team.

### **Resolution #CC18-06-05-001**

#### **NFSB Mission Statement**

Whereas in the development of the New Frontiers School Board's Commitment to Success Plan, an initial consultation process took place specific to the School Board's current Vision and Mission Statements; and whereas consultation feedback indicates that a section of the School Board's Mission Statement warrants revising based on the number of similar recommendations received;

Therefore it was moved by Commissioner D. Germann that the New Frontiers School Board adopt the following change to its current Mission Statement:

#### **Our Vision**

The New Frontiers School Board is committed to success for all students.

#### **Our Mission**

*To realize our Vision, our Mission is to:*

- Provide experiences that will challenge our students and employees to learn and develop respect for themselves, others, and the environment;
- Engage students, staff, parents, and the community all **stakeholders** as educational partners;
- Expect and support all employees to continuously improve with a focus on enhancing student learning;
- Create a hospitable learning environment where everyone feels they belong and are appreciated.

**MOTION CARRIED** unanimously.

### **Bill 183 – Appointment of Student Ombudsman**

Bill 183 was recently tabled in the National Assembly; this bill would give the Minister of Education to power to appoint the Student Ombudsman to each school board.

### **Name Suggestions – New Special Needs School**

The sub-committee to select the name of the new special needs school in Chateauguy will be meeting tomorrow to begin the process of selecting a name for the school; suggestions should be sent to the Chair.

### **Into Committee**

The meeting was moved "into committee" at 19:37 hours on a motion by Commissioner P. Stuckey to discuss administrative appointments.

**MOTION CARRIED** unanimously.

### **Out of Committee**

The meeting was moved “out of committee” at 19:50 hours on a motion by Commissioner L. Chouinard.

**MOTION CARRIED** unanimously.

### **Administrative Appointments**

Whereas the services of a Coordinator of Business & Community, and a Superintendent of Administrative Services (Nova Night Manager), are required effective July 1, 2018; and whereas these positions were posted and advertised in accordance with the Local Administrators’ Policy; and whereas Selection Committees were formed in accordance with Board policy and interviews were held;

#### **Resolution #CC18-06-05-002**

##### **Coordinator of Business & Community and Superintendent of Administrative Services**

Therefore, on the recommendation of the Director General, and with the unanimous support of the Selection Committee, it was moved by Commissioner N. Burdon that Mr Charles (Chuck) Halliday be appointed to the position of Coordinator of Business & Community effective July 1, 2018; and that Mr Halliday be granted those benefits accorded the position as provided for in the “Regulation Respecting Certain Conditions of Employment of Senior Staff of School Boards” adopted by the Minister of Education, including all subsequent amendments, as well as, benefits provided for in the New Frontiers Local Administrators’ Policy; and that the Director General be authorized to sign letter of engagement, effective July 1, 2018, for Mr Charles (Chuck) Halliday as the Coordinator of Business & Community.

**MOTION CARRIED** unanimously.

#### **Resolution #CC18-06-05-003**

##### **Superintendent of Administrative Services**

Therefore, on the recommendation of the Director General, and with the unanimous support of the Selection Committee, it was moved by Commissioner N. Burdon that Ms Christine Corbett be appointed to the position of Superintendent of Administrative Services (Nova Night Manager) effective July 1, 2018; and that Ms Corbett be granted those benefits accorded the position as provided for in the “Regulation Respecting Certain Conditions of Employment of Senior Staff of School Boards” adopted by the Minister of Education, including all subsequent amendments, as well as, benefits provided for in the New Frontiers Local Administrators’ Policy; and that the Director General be authorized to sign letter of engagement, effective July 1, 2018, for Ms Christine Corbett as the Superintendent of Administrative Services (Nova Night Manager).

**MOTION CARRIED** unanimously.

#### **Resolution #CC18-06-05-004**

##### **Information Security Officer**

Whereas the Act on the Governance and Management of Information Resources of Public Bodies and Government Enterprises (LGGRI) has been assented to; and whereas the Directive on the Security of Government Information (DSIG), and the Government's Strategic Approach to Information Security (ASGSI) have been issued; and whereas the Ministry of Education desires to improve the management of information security; and whereas the New Frontiers School Board must appoint an Information Security Officer (*Responsable de la sécurité de l'information – RSI*) to represent it in the area of information security; and whereas it is appropriate to entrust this responsibility to the person who assumes the duties of Secretary General of the School Board;

Therefore it was moved by Commissioner D. Germann that the Council of Commissioners of the New Frontiers School Board appoint Mr. Gary Tennant, Secretary General, as the New Frontiers School Board’s Information Security Officer, effective June 6, 2018.

**MOTION CARRIED** unanimously.

## Resolution #CC18-06-05-005

### Sectoral Incident Management Coordinator

Whereas the Act on the Governance and Management of Information Resources of Public Bodies and Government Enterprises (LGGRI) has been assented to; and whereas the Directive on the Security of Government Information (DSIG), and the Government's Strategic Approach to Information Security (ASGSI) have been issued; and whereas the Ministry of Education desires to improve the management of information security; and whereas the New Frontiers School Board must appoint a Sectoral Incident Management Coordinator (*coordonnateur sectorial de la gestion des incidents – CSGI*), as well as a substitute, to respond to emergencies when the CSGI is absent, to represent it concerning matters of incident management;

Therefore it was moved by Commissioner D. Germann that the Council of Commissioners of the New Frontiers School Board appoint Mr. Bob Thomas, Coordinator of Information Technology Services, as the New Frontiers School Board's Sectoral Incident Management Coordinator, effective June 6, 2018; and that Mr Marc Andre Picard, Data Processing Technician, be appointed as the substitute to the Sectoral Incident Management Coordinator, effective June 6, 2018 until June 30, 2018; and that Mr James Walker, incoming Director of Educational Services, be appointed the substitute to the Sectoral Incident Management Coordinator, effective July 1, 2018.

**MOTION CARRIED** by majority vote, with one abstention, Commissioner K. Crockett.

### Administrative Assignments 2018-2019

Commissioners were provided with the following list of administrative assignments, effective July 1, 2018, as at June 5, 2018:

Director General	Rob Buttars
Assistant Director General	Mike Helm
Secretary General	Gary Tennant
Administration Officer	Luisa Benvenuti
Director of Administrative Services	Craig McAlpine
Coordinator, Financial Services	Chantal Bujold
Director of Continuing Education Services	Chantal Martin
Coordinator, Community & Business	Chuck Halliday
Director of Educational Services	James Walker
Coordinator, Educational Services	Kara Johnstone
Coordinator, Complementary Services	Brenda Smylie
Coordinator, Information Technology Services	Bob Thomas
Director of Human Resources	Cuthbert McIntyre
Coordinator, Human Resources	Sandra Caza
Director of Material Resources	Kevin Harvey
Manager, Material Resources	Dan Boyle
Manager, Material Resources	Leopold Hatungimana
Principal, Centennial Park	Jo-Anne Daviau
<b>Principal, Franklin (0.5)</b>	<b>TBA</b>
<b>Principal, Hemmingford (0.5)</b>	<b>TBA</b>
Principal, Gault	Marc Brindle
Principal, Harmony	Serge Dubuc
Principal, Heritage	Eric Colbert
Principal, Howick (0.5 + 0.5 Assignment, Ed Services)	Melanie Primeau
Principal, Mary Gardner	Lynn Harkness
Principal, Ormstown (0.8 + 0.2 Assignment, Ed Services)	Joanne Henrico
Principal, St. Willibrord	Caroline Beaulieu
Principal, Chateauguay Valley Regional High School	Brigitte Barrette-Frost
Vice Principal, CVR	Eveline Taylor
Vice Principal, CVR (0.6 + 0.4 Assignment, Ed Services)	Anick Leclerc
Principal, Howard S. Billing Regional High School	Collin Thomas
Vice Principal, HSB	Lynn Claude
Vice Principal, HSB	Dave Reddick
Centre Director, Chateauguay Valley Career Education Centre	Jean Bouchard
Centre Director, Huntingdon Adult Education & Community Centre	Daryl Ness
Centre Director, NOVA Career Centre	Bonnie Mitchell
Assistant Centre Director, NOVA Career Centre	Nancy Richer
Nova Night Manager	Christine Corbett

### **Summer Hours & Summer Shut-Down**

From Tuesday, July 3 until Friday, August 17, 2018, the School Board Offices, including the Taxation Department, will be open to the public from Monday to Thursday, 8:30 am to 4:00 pm; and on Friday, 8:30 am to 12:00 noon. The School Board Offices, including the Taxation Department, will be closed from July 23 to August 3, 2018 inclusively. Public Notices regarding the aforementioned items will be published accordingly.

### **Resolution #CC18-06-05-006**

#### **By-Law BLA “Delegation of Powers”**

Whereas the Act to facilitate the disclosure of wrongdoings relating to public bodies (Statutes of Quebec 2016, Chapter 34) has been assented to by the Quebec Government; and whereas the purpose of the Act is to facilitate the disclosure, in the public interest, of wrongdoings committed or about to be committed in relation to public bodies and establish a framework for protection against reprisals; and whereas school boards governed by the Education Act (Chapter 1-13.3) are public bodies for the purposes of the Act to facilitate the disclosure of wrongdoing relating to public bodies; and whereas the Council of Commissioners is the highest ranking official in the case of a school board; and whereas By-Law BLA - Delegation of Powers by the Council to the Director General was reviewed by the Executive Committee at their meeting of May 8, 2018; and whereas the Education Act (c. 5, s. 392), states that consultation is not required for by-laws pertaining to the delegation of functions or powers of the council of commissioners; and whereas the Council of Commissioners wishes to delegate to the Director General all of the functions conferred upon the highest ranking official except for the appointment of the Designated Officer;

Therefore on the recommendation of the Executive Committee, it was moved by Commissioner L. Chouinard that By-Law BLA - Delegation of Powers by the Council to the Director General be amended by making the following addition under the sub-heading “Personnel Matters”: “the responsibility for the administration, application and reporting (except the appointment of the Designated Officer) as defined in the Act to facilitate disclosure of wrongdoings regarding public bodies (Chapter D-11.1)”.

**MOTION CARRIED** unanimously.

### **Resolution #CC18-06-05-007**

#### **Appointment of Disclosure Officer**

Whereas the Act to facilitate the disclosure of wrongdoing relating to public bodies (Statutes of Quebec 2016, Chapter 34) has been assented to by the Quebec Government; and whereas the purpose of the Act is to facilitate the disclosure, in the public interest, of wrongdoings committed or about to be committed in relation to public bodies and establish a framework for protection against reprisals; and whereas school boards governed by the Education Act (Chapter 1-13.3) are public bodies for the purposes of the Act to facilitate the disclosure of wrongdoing relating to public bodies; and whereas a “Designated Officer” as defined in the Act to facilitate the disclosure of wrongdoing relating to public bodies (Statutes of Quebec 2016, Chapter 34) must be appointed by the highest ranking official; and whereas the Council of Commissioners retains the power to appoint the “Designated Officer” (hereafter named the Disclosure Officer), as defined in By-Law BLA - Delegation of Powers by the Council to the Director General;

Therefore on the recommendation of the Executive Committee, it was moved by Commissioner D. Germann that the Council of Commissioners of the New Frontiers School Board appoint Mr. Ben Huot, as the New Frontiers School Board’s Disclosure Officer, effective June 6, 2018; and that the remuneration attached to the position of Disclosure Officer be prorated, respectively, in accordance with the Regulation Respecting the Remuneration of Arbitrators (chapter c-27, r.6), currently established at \$140 per hour; and that the Director General be authorized to approve invoices transmitted to the school board for services rendered by the Disclosure Officer.

**MOTION CARRIED** unanimously.

### **Resolution #CC18-06-05-008**

#### **Governing Board Composition 2018-2019**

Whereas all governing boards of the New Frontiers School Board were consulted on the composition of their governing board for the upcoming school year; and whereas feedback was received from each Governing Board with the results being “status quo” for all governing boards;

**Resolution #CC18-06-05-008 / Governing Board Composition 2018-2019, cont'd**

Therefore, on the recommendation of the Executive Committee, it was moved by Commissioner K. Van Droffelaar that the Council of Commissioners approve the composition of Governing Boards of the New Frontiers School Board for the 2018-19 school year as follows:

<b>ELEMENTARY</b>	<b>Parents</b>	<b>Teachers</b>	<b>Other Staff</b>	<b>Daycare</b>	<b>Community Reps</b>	
Centennial Park	9	6	2	1	2	
Franklin	4	2	2	0	2	
Gault	6	3	2	1	2	
Harmony	7	4	2	1	2	
Hemmingford	5	3	1	1	2	
Heritage	6	3	2	1	2	
Howick	4	2	1	1	2	
Mary Gardner	9	6	2	1	2	
Ormstown	6	4	1	1	2	
St. Willibrord	8	4	3	1	2	
<b>SECONDARY</b>	<b>Parents</b>	<b>Teachers</b>	<b>Other Staff</b>	<b>Students</b>	<b>Community Reps</b>	
CVR HS	8	6	2	2	2	
HSB HS	8	6	2	2	2	
<b>VOCATIONAL CENTRES</b>	<b>Community Reps</b>	<b>Business Reps</b>	<b>Teachers</b>	<b>Staff</b>	<b>Students</b>	<b>Parents</b>
CVCEC	2	2	2	2	2	2
HAECC	2	2	2	2	2	2
NOVA	2	2	2	2	2	2
<b>ADULT ED CENTRES</b>	<b>Community Reps</b>	<b>Business Reps</b>	<b>Teachers</b>	<b>Staff</b>	<b>Students</b>	<b>Parents</b>
CVCEC	2	NA	2	2	2	NA
HAECC	2	NA	2	2	2	NA
NOVA	2	NA	2	2	2	NA

**MOTION CARRIED** unanimously.

**Resolution #CC18-06-05-009**

**Policy EBBA “Contagious Diseases”**

Whereas the New Frontiers School Board’s Policy BG states that the Council of Commissioners is responsible for referring the development or amendment of a policy to the appropriate Committee of Council; and whereas the Executive Committee has determined that the Educational Services Standing Committee (ESSC) would be the appropriate Committee of Council for the amendment of Policy EBBA;

Therefore on the recommendation of the Executive Committee, it was moved by Commissioner K. Van Droffelaar that the Council of Commissioners of the New Frontiers School Board refer Policy EBBA for amendment to the Educational Services Standing Committee.

**MOTION CARRIED** unanimously.

**Committee Assignments 2018-2019**

Article 5 of By-Law BEC “Executive Committee”, indicates that the Executive Committee has the power to appoint members to standing/working committees. At their meeting of May 8, 2018, the Executive Committee has decided that standing and working committee assignments for the upcoming 2018-2019 school year will remain status quo. If strongly desired, the Chair would consider a request for a change in assignment.

**Virtual Attendance at Meetings**

At their meeting of May 8, 2018, the Executive Committee reviewed By-Law BE and the challenges associated with attendance at meetings via “an accepted technology”. The telephone conferencing system is the recommended technology at this time. Commissioners are encouraged to use this technology until a system-wide teleconferencing technology, “Skype for Business”, is operational, likely by the end of the next school year.

**Resolution #CC18-06-05-010**  
**Annual Special Needs Report**

Whereas to ensure educational success for all, the Board provides and organizes a range of special needs services which include preventative measures, early intervention initiatives, integration support services, and special education services; and whereas the Annual Special Needs Report provides information to all stakeholders and is developed and provided annually by the principal of each school, in consultation with the staff concerned, with final reports deposited with the Council of Commissioners; and whereas the Educational Services Standing Committee has received and reviewed the Annual Special Needs Report, describing the services offered to students with special needs within NFSB schools;

Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Commissioner S. Keyes that the Annual Special Needs Report for the 2017-2018 school year be accepted as presented.

**MOTION CARRIED** unanimously.

**Resolution #CC18-06-05-011**  
**Objectives, Principles & Procedures for the Allocation of Financial Resources to Schools, Centres, Services, and Committees - Basis for Budget Building 2018-2019**

Whereas the New Frontiers School Board prepares its budget according to the framework provided in the budget-planning document entitled “Objectives, Principles & Procedures for the Allocation of Financial Resources to Schools, Centres, Services, and Committees”; and whereas the 2018-2019 version of this document includes the recommendations of the Resource Allocation Committee, which were ratified by Council; and whereas this document has been distributed to administrators, governing boards, and the Parents’ Committee for consultation; and whereas this procedural document outlines the objectives, principles and budgetary procedures of the New Frontiers School Board, describing more specifically, the criteria for amounts allocated to school, centre, and departmental budgets; and whereas the document also describes the method used by the Board to finance Board committees (Standing Committees, Governing Board Committees, Parents Committee, Special Needs Advisory Committee, etc.); and whereas the changes introduced to the 2018-2019 version of this document were proposed by the Resource Allocation Committee (RAC) and approved by the Council of Commissioners;

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner P. Stuckey that the Council of Commissioners approve the Objectives, Principles & Procedures for the Allocation of Financial Resources to Schools, Centres, Services, and Committees (2018-2019) for the preparation of the 2018-2019 budget of the New Frontiers School Board.

**MOTION CARRIED** unanimously.

**Resolution #CC18-06-05-012**  
**Interest and Service Fees on Overdue Accounts**

Whereas the New Frontiers School Board must charge interest on outstanding school tax accounts and service fees to cover administration costs; and whereas the rates currently charged are sufficient to offset the costs incurred by the Board;

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner P. Stuckey that the interest charged on overdue school tax accounts remain unchanged at a rate of 15% per annum; and that the collection fee imposed for all collection notices sent by registered or certified mail remain unchanged at \$25; and that the service charge imposed on all returned items related to the payment of school taxes and fees remain unchanged at \$20; and that the administration fee imposed for tax statements issued to notaries remain unchanged at \$25; and that these fees and rates be confirmed and effective as of July 1, 2018.

**MOTION CARRIED** unanimously.

**Resolution #CC18-06-05-013**

**Maintien des bâtiments 2017-2018 (Execution 2018-19)**

**CVCEC Réfection du Système de ventilation des bureaux et chauffage des ateliers**

Whereas the Ministry of Education has provided the New Frontiers School Board with funds within the measure “Maintien des bâtiments” for the 2017-2018 school year for the project “CVCEC Réfection du Système de ventilation des bureaux et chauffage des ateliers”; and whereas the firm Service de Consultation de Valleyfield Inc., was given a mandate to prepare plans and specifications for said project; and whereas sealed tenders for the above-mentioned project were opened publicly on May 4, 2018 in the presence of Deborah Wright, Commissioner, Kevin Harvey, Director of Material Resources, Léopold Hatungimana, Building Technician; and whereas after analyzing the bids, the Engineer has determined that the lowest conforming bidder is Réfrigération Yvan Allison 9076-6759 Québec Inc., for \$176 039.07 before taxes; and whereas there are sufficient funds within the measure “Maintien des Bâtiments” for the project “CVCEC Réfection du Système de ventilation des bureaux et chauffage des ateliers”; and whereas a summary of the opened tenders was provided as follows:

COMPANY	AMOUNT (before taxes)	COMMENTS
Réfrigération Yvan Allison 9076-6759 Québec Inc.,	\$ 176 039.07	Lowest conforming bidder
Gestion Septem	\$ 267 000.00	

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner P. Stuckey that the New Frontiers School Board’s Council of Commissioners authorizes the Director General or, in his absence, the Assistant Director General, to sign contracts with Réfrigération Yvan Allison 9076-6759 Québec Inc., in the amount of \$176 039.07 before taxes, for work to be completed as specified under the project “CVCEC Réfection du Système de ventilation des bureaux et chauffage des ateliers”.

**MOTION CARRIED** unanimously.

**Resolution #CC18-06-05-014**

**Vice de construction 2017-2018 (Execution 2018-19)**

**Nova Réfection du Système de ventilation des bureaux**

Whereas the Ministry of Education has provided the New Frontiers School Board with funds within the measure “Vice de Construction” for the 2017-2018 school year for the project “Réfection du Système de ventilation Nova”; and whereas the firm Les Services EXP inc., was given a mandate to prepare plans and specifications for said project; and whereas sealed tenders for the above-mentioned project were opened publicly on May 31, 2018 in the presence of Buzz Gibbs, Commissioner, Kevin Harvey, Director of Material Resources, Léopold Hatungimana, Building Technician; and whereas after analyzing the bids, the Engineer has determined that the lowest conforming bidder is Réfrigération Yvan Allison 9076-6759 Québec Inc., for \$111,541.90 before taxes; and whereas there are sufficient funds within the measure “Vice de Construction” for the project “Réfection du Système de ventilation Nova ”; and whereas a summary of the opened tenders was provided as follows:

COMPANY	AMOUNT (before taxes)	COMMENTS
Réfrigération Yvan Allison 9076-6759 Québec Inc	\$111,541.90	Lowest conforming bidder
Ventilation Manic Inc.	\$119,450.00	

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner P. Stuckey that the New Frontiers School Board’s Council of Commissioners authorizes the Director General or, in his absence, the Assistant Director General, to sign contracts with Réfrigération Yvan Allison 9076-6759 Québec Inc., in the amount of \$111,541.90 before taxes, for work to be completed as specified under the project “Réfection du Système de ventilation Nova”.

**MOTION CARRIED** unanimously.

**Life@NFSB**

This document, capturing the many events from our schools and centres during the month of April, was reviewed; commissioners expressed their appreciation of this document.

### **Ormstown Fair**

Once again this year, the Continuing Education Department will be participating in the Ormstown Fair - 104<sup>th</sup> Edition, from June 7 – 10, 2018. The team will be set up with their tents, volunteering in an effort to promote programming.

### **John Killingbeck Scholarship Program**

A project submitted by the NOVA Career Centre for the John Killingbeck Teacher/Administrator Scholarship Program has been approved. The School Board will receive \$6,000 to fund a study-visit. Teachers from NOVA's Automobile Mechanics and Welding & Fitting Departments will be visiting the College of the North Atlantic (CNA) in Stephenville, Newfoundland, to learn about their approach when dealing with students at risk and students with special needs, their attention to the revised curriculum in Welding and Auto Mechanics, Red Seal Certification, and mentoring. Bonnie Mitchell, NOVA Centre Director, will accompany two teachers from Auto Mechanics, Derek Stacey and Eric Wilson, as well as two teachers from Welding & Fitting, Brian Burton and Peter Cappuccio, as they head off to learn in Stephenville, Newfoundland.

### **Continuing Education Calendar**

The calendar for the 2018-2019 school year, including service ped days, was provided to commissioners for their information.

### **Summer School**

The NFSB Summer School Program will be offered this year from July 3 to July 27, 2018, with classes being held at Howard S. Billings and Chateauguay Valley Regional High Schools. We are also offering on-line courses. Ms Felicia LeBlanc will be the Summer School Coordinator for HSB and Mr Brian Woods will be the CVR Coordinator. Summer school classes are intended to assist students who have not successfully completed their core subjects; information has already been provided to those who this might apply to. In order to accommodate students from the Chateauguay Valley area, transportation will be provided from Gault Institute and Heritage Elementary School to CVR.

### **Student Leadership Funds**

The Educational Services Standing Committee is charged with the administration of the Student Leadership Fund whose purpose is to provide financial assistance when NFSB students attend leadership-based conferences. With the deadline to submit for this year having passed, the ESSC has allocated its remaining funds to Heritage Elementary in the amount of \$200 to further support their leadership activities.

### **Extended Field Trip**

For their information, commissioners were provided with details pertaining to one extended field trip organized by CVR High School. This trip has received prior approval by the school's governing boards and has the required insurance coverage.

<b>School</b>	<b>Date</b>	<b>Destination</b>	<b>Students / Level</b>	<b>Adult Supervisors</b>
CVR	Sept. 22-30, 2018	Edmonton, AB [Whistler, Medicine Lake, Edmonton Mall]	3-Gr.9/and 1 each Gr.10 & 11 (5 students)	2

### **Staffing/Enrolment Update**

Updated figures were distributed, showing an overall increase of 13 students from last year.

### **Arrival to/Departure from Meeting**

Commissioner D. McKell-Eastwood joined the meeting at 20:29 hours; Commissioner B. Gibbs left the meeting at 20:30 hours.

### **Realization of Long-Term Debt**

At the Council meeting of December 5, 2017, commissioners passed a motion establishing a borrowing plan for the 2017-2018 school year, for an amount not to exceed \$17,217,000. This resolution provided the New Frontiers School Board (NFSB) with the flexibility to move quickly to formalize the debt when the Ministry of Finance and the Treasury Board determined the total amounts and timing of the debt based on market conditions and the overall needs of the government. In February 2018, the NFSB contracted new long- term debt of \$13,000,000.

### Realization of Long-Term Debt, cont'd

The Ministry has determined that the balance of the refinancing of debt under the 2017-2018 borrowing plan approved by Council would be contracted on June 1, 2018. Accordingly, NFSB retired the balance of debt referenced 2013-0280 in the amount of \$4 146 000, and contracted new long-term debt of \$4,217,000. Based upon the authority of the motion passed by Council, the documents were able to be formalized and the transactions completed.

### New Business

#### Chateauguay Special Needs School – Intake Issue

This regional school, which we understood would include English students from the “region”, including those from Riverside. It would appear that our partner board is not in agreement with this interpretation. This is a topic on the upcoming Steering Committee meeting of the Special Needs School. This could also include students from Lester B. Pearson who are in our “region”. Clarification is being sought and will be reported back to Council.

### Parents' Committee Report

Parent Committee Chair D. Wright reported that a meeting has not yet taken place.

### Special Needs Advisory Committee Report

Commissioner S. Keyes reported that with their remaining funding, and with the support of the Parents' Committee, they will be purchasing a C-Pen Reader for each elementary school.

### Quebec English School Boards' Association

Vice-Chair J. Ryan reported that Spring Conference was a great success. The QESBA Strategic Plan has been adopted. The search for the Executive Director has resumed. The QESBA budget has been adopted; fees to school boards will remain unchanged for the upcoming school year.

### Advisory or Ad Hoc Committee Reports

There were no committee reports made.

### List of Disbursements

Commissioners were provided with the following list of disbursements for the month May 2018:

Chq Nbr	Chq Date	Paid To	Amount
174696	5/1/2018	APPLE CANADA INC.	4,649.60
174699	5/1/2018	GAZ METRO	2,894.68
174700	5/1/2018	PETRO MONTESTRIE INC	2,648.82
174701	5/1/2018	SMITH, DAVID	1,200.00
174703	5/3/2018	REVENU QUEBEC	474,570.58
174704	5/3/2018	REVENU CANADA	198,857.93
174706	5/2/2018	ASSOCIATION PROVINCIAL ENSEIGNANTS DU QUEBEC	6,686.72
174708	5/2/2018	C.A.R.R.A.	126,979.67
174709	5/2/2018	C.V.T.A.	5,446.68
174711	5/2/2018	CSSS JARDINS - ROUSSILLON (HOPITAL ANNA-LABERGE)	7,575.00
174713	5/2/2018	FONDS DE SOLIDARITE DES TRAVAILLEURS DU QUEBEC (FTQ)	2,558.40
174722	5/2/2018	S.E.P.B. QUEBEC	6,692.21
174723	5/2/2018	S.M.A.E.S.P. (SPPSM)	1,035.58
174724	5/2/2018	UNION DES EMPLOYEES ET EMPLOYES DE SERVICE LOCAL 800	1,172.90
174725	5/2/2018	S.E.P.B. QUEBEC	2,500.00
174730	5/3/2018	PETRO MONTESTRIE INC	1,699.89
174734	5/7/2018	GAZ METRO	8,506.39
174738	5/10/2018	PATISSERIE OBSESSION BAKERY JEAN BRUNET	2,000.00
174740	5/10/2018	9072-0103 QUEBEC INC.	21,731.22
174741	5/10/2018	AUTOBUS DUFRESNE INC.	9,732.88
174742	5/10/2018	AUTOBUS RACINE LTEE	8,366.58
174743	5/10/2018	AUTOBUS ROLAND LEDUC INC.	90,887.94
174744	5/10/2018	AUTOBUS VENISE LTEE	6,615.10
174745	5/10/2018	CIE TRANSBUS (1986) INC.	8,287.92

174746	5/10/2018	MOR TRANSPORT INC.	10,246.35
174747	5/10/2018	RO-BUS INC.	57,625.19
174748	5/10/2018	TRANSPORT P.M.D. BRAULT INC.	23,993.63
174749	5/11/2018	PATISSERIE OBSESSION BAKERY JEAN BRUNET	1,105.00
174750	5/17/2018	REVENU QUEBEC	486,810.68
174751	5/17/2018	REVENU CANADA	204,095.06
174752	5/15/2018	4IMPRINT, INC.	4,233.00
174755	5/15/2018	ADELINE MOSAIQUE	2,730.66
174758	5/15/2018	APPLE CANADA INC.	9,726.89
174769	5/15/2018	C. S. ENGLISH MONTREAL	42,288.05
174773	5/15/2018	CEDAR GROVE FARM S.E.N.C	4,466.00
174775	5/15/2018	CHALET DES ERABLES	1,210.00
174776	5/15/2018	CHAPITEAU MONTREAL INC	1,356.71
174778	5/15/2018	CHIMIE-SOLUTIONS	9,208.37
174779	5/15/2018	CHISHOLM, DONALD J.	1,211.55
174787	5/15/2018	DENEIGEMENT L & L	1,226.40
174788	5/15/2018	DEPOUSSIÈREUR ROUSSEAU ENR.	3,577.09
174790	5/15/2018	DIANE MCLEAN	6,600.00
174793	5/15/2018	ECOLE PETER HALL SCHOOL INC.	42,644.35
174794	5/15/2018	ENVIRO CONNEXIONS	3,306.94
174796	5/15/2018	EXPERT COMMUNICATION UNIFIEE INC	4,553.01
174804	5/15/2018	GLOBAL INDUSTRIAL CANADA	1,489.63
174805	5/15/2018	GRAND & TOY LIMITED	2,550.49
174806	5/15/2018	ARCHAMBAULT	3,981.29
174808	5/15/2018	HUTCHINGS, FREDERICK	1,100.00
174813	5/15/2018	INDUSTRIAL ALLIANCE	26,178.00
174814	5/15/2018	INDUSTRIAL ALLIANCE	27,257.73
174816	5/15/2018	KABESA	4,527.14
174817	5/15/2018	Reimbursement of School Taxes (Ref#: 1000006283 )	1,327.32
174818	5/15/2018	LAP OF LUXURY	4,203.80
174823	5/15/2018	LINDA MOXLEY-HAEGERT	2,460.00
174825	5/15/2018	LUCIEN DESJARDINS INC.	3,294.03
174826	5/15/2018	LUCIEN DESJARDINS INC.	2,880.12
174831	5/15/2018	PAVAGES J.M. BEAULIEU, LES	14,251.15
174832	5/15/2018	PEARSON ADULT AND CAREER CTRE	5,702.00
174843	5/15/2018	GOPHER	1,081.08
174844	5/15/2018	QUALITY SPORT LTD	2,094.84
174847	5/15/2018	REVENU QUEBEC	1,959.90
174849	5/15/2018	ROGERS	2,023.43
174850	5/15/2018	SCHOLASTIC BOOK FAIRS	1,902.35
174852	5/15/2018	SCHOOL SPECIALTY CANADA	1,095.17
174854	5/15/2018	SERRURIER HAVELOCK ENR.	3,557.69
174855	5/15/2018	SERVICE DE CONSULTATION DE VALLEYFIELD INC.	15,234.19
174857	5/15/2018	SERVICES EXP INC. (LES)	19,006.54
174864	5/15/2018	INTERNATIONAL STUDENT	1,170.00
174866	5/15/2018	ULINE CANADA CORPORATION	3,998.46
174870	5/15/2018	XEROX CANADA LTEE	7,812.45
174872	5/15/2018	ACIER OUELLETTE INC	3,872.57
174875	5/15/2018	NOVEXCO/ HAMSTER	8,297.40
174876	5/15/2018	GROUPE DE TECHNOLOGIE QRX	1,928.63
174878	5/15/2018	SPECTRUM NASCO QUEBEC	1,056.99
174879	5/15/2018	CHENELIERE EDUCATION INC. TC MEDIA	2,607.27
174882	5/15/2018	ASSOCIATION PROVINCIAL ENSEIGNANTS DU QUEBEC	6,786.44
174883	5/15/2018	C.V.T.A.	5,690.12
174885	5/15/2018	FONDS DE SOLIDARITE DES TRAVAILLEURS DU QUEBEC (FTQ)	2,578.40
174890	5/15/2018	S.E.P.B. QUEBEC	6,723.54
174891	5/15/2018	S.M.A.E.S.P. (SPPSM)	1,084.68
174892	5/15/2018	UNION DES EMPLOYEES ET EMPLOYES DE SERVICE LOCAL 800	1,194.75
174894	5/15/2018	ACIER FEDERAL	25,486.30
174896	5/15/2018	AQUEST DESIGN	1,854.09

174898	5/15/2018	AVI-SPL CANADA LTD	3,001.47
174899	5/15/2018	AVOCATS LE CORRE & ASSOCIES, S.E.N.C.R.L. (LES)	6,681.78
174900	5/15/2018	BARTIMAEUS INC.	3,183.57
174901	5/15/2018	BOHAM GAZ INC.	13,652.93
174902	5/15/2018	BRAULT & BOUTHILLIER LTEE	1,346.85
174903	5/15/2018	C. S. SIR WILFRID LAURIER	30,568.13
174907	5/15/2018	CERTIFIED LABORATORIES	2,053.30
174912	5/15/2018	DRYCO GROUP INC.	1,649.89
174916	5/15/2018	GDM GROUPE-CONSEIL INC.	5,631.68
174917	5/15/2018	GEORADAR DETECTION INC	1,687.26
174918	5/15/2018	GRICS	2,512.78
174919	5/15/2018	GROUPE MECAPLUS INC.	2,207.52
174920	5/15/2018	IMPRIMERIE PHIL-MARC	1,081.05
174923	5/15/2018	MATERIAUX PONT MASSON INC.	7,376.98
174926	5/15/2018	PARTEX INC.	4,597.21
174927	5/15/2018	PETRO MONTESTRIE INC	1,330.95
174928	5/15/2018	PLANT PRODUCTS INC.	1,894.38
174930	5/15/2018	PRIEST	2,018.92
174931	5/15/2018	QUALITY CLASSROOMS	1,120.59
174935	5/15/2018	ROBOTSHOP INC	1,776.36
174943	5/15/2018	STEVE'S MUSIC STORE	1,692.24
174944	5/15/2018	SUMMIT SCHOOL	46,357.60
174946	5/15/2018	TENAQUIP LTD	3,828.50
174947	5/15/2018	TENAQUIP LTD	3,050.49
174948	5/15/2018	TERRYBERRY	8,677.82
174949	5/15/2018	WESTBURNE ELECTRICITE	1,833.99
174952	5/15/2018	WSP CANADA INC	1,149.75
174953	5/16/2018	9175-1479 QUEBEC INC	11,426.29
174959	5/17/2018	EURO-DELI	1,100.00
174968	5/28/2018	VILLE DE CHATEAUGUAY	1,532.00
174969	5/31/2018	REVENU QUEBEC	487,017.35
174970	5/31/2018	REVENU CANADA	203,961.99
174972	5/29/2018	AGENCE OMETZ	10,500.00
174973	5/29/2018	ARAMARK QUEBEC INC.	2,497.12
174979	5/29/2018	BISSON, ALAIN	4,333.58
174982	5/29/2018	C.A.R.R.A.	259,515.46
174983	5/29/2018	CAMP BOUTE-EN-TRAIN	5,365.00
174984	5/29/2018	CAPITALE GESTION FINANCIERE,LA INC.	34,636.01
174987	5/29/2018	CASTEL TROPHEE INC.	1,976.37
174988	5/29/2018	CENTRE DE RESSOURCES FAMILIALE DU HAUT ST-LAURENT	2,300.00
174991	5/29/2018	CLIMAT SPEC INC.	7,553.29
174998	5/29/2018	ENTREPRENEUR GENERAL BRUNO LEVESQUE INC.	3,879.17
174999	5/29/2018	ENTREPRISES JSR (LES)	7,674.58
175002	5/29/2018	GARY CLUFF	3,142.65
175004	5/29/2018	GIANT STEPS SCHOOL	54,996.00
175005	5/29/2018	GRAND & TOY LIMITED	3,108.63
175007	5/29/2018	HEXAGON GEOSPATIAL	2,593.84
175008	5/29/2018	HOBBS, JULIE	1,675.50
175013	5/29/2018	INDUSCO ISOLATION INC	6,494.19
175015	5/29/2018	IXL LEARNING	1,046.00
175017	5/29/2018	J. DAGENAI ARCHITECTE	2,621.43
175020	5/29/2018	KABESA	4,225.33
175023	5/29/2018	LINDSAY, IRIS	1,233.00
175026	5/29/2018	LUSSIER, JUDITH	1,200.00
175035	5/29/2018	PEARSON ADULT AND CAREER CTRE	5,020.59
175037	5/29/2018	PEARSON CANADA INC. T46254	2,176.70
175040	5/29/2018	PIECES D'AUTO HAP INC. (LES)	1,426.41
175041	5/29/2018	PNH ENTERPRISES INC	6,134.10
175044	5/29/2018	PROPAGE INTERACTIF INC.	2,035.06
175047	5/29/2018	RANDY JOHNSTON	3,055.00

175048	5/29/2018	RCI ENVIRONNEMENT	1,136.31
175050	5/29/2018	REFRIGERATION YVAN ALLISON	83,619.80
175054	5/29/2018	SANIVAC	1,771.55
175056	5/29/2018	SCHOLASTIC CANADA LTD	3,724.16
175059	5/29/2018	SERENPLICITY	1,003.73
175060	5/29/2018	SERRES NOEL WILSON & FILS INC. (LES)	3,441.20
175061	5/29/2018	SERRURIER HAVELOCK ENR.	1,629.42
175065	5/29/2018	SOFTCHOICE LP	9,660.15
175066	5/29/2018	SOU-PA-LOO	2,695.00
175067	5/29/2018	SSQ, SOCIETE D'ASSURANCE-VIE INC.	9,095.69
175068	5/29/2018	STANDARD LIFE	21,594.54
175071	5/29/2018	SUROIT SPORTS	2,000.00
175072	5/29/2018	SYSTEL COMMUNICATIONS	1,425.70
175073	5/29/2018	TEWATOHNNHI' SAKTHA	1,750.00
175076	5/29/2018	URBAN SEEDLING	1,176.00
175077	5/29/2018	VENTAX GRAPHIX	1,609.65
175081	5/29/2018	ACIER OUELLETTE INC	1,246.14
175082	5/29/2018	SCHOLAR'S CHOICE	1,175.95
175084	5/29/2018	NOVEXCO/ HAMSTER	3,061.26
175085	5/29/2018	GROUPE DE TECHNOLOGIE QRX	7,019.47
175086	5/29/2018	RONA INC.	3,566.76
175090	5/29/2018	C.V.T.A.	5,532.11
175100	5/29/2018	PIERRE FARMER	11,796.44
175103	5/29/2018	9072-0103 QUEBEC INC.	22,950.61
175104	5/29/2018	AUTOBUS DUFRESNE INC.	12,692.84
175105	5/29/2018	AUTOBUS RACINE LTEE	9,815.74
175106	5/29/2018	AUTOBUS ROLAND LEDUC INC.	122,998.01
175107	5/29/2018	AUTOBUS VENISE LTEE	8,140.11
175108	5/29/2018	CIE TRANSBUS (1986) INC.	6,448.31
175109	5/29/2018	MOR TRANSPORT INC.	8,256.54
175110	5/29/2018	RO-BUS INC.	71,781.93
175111	5/29/2018	TRANSPORT P.M.D. BRAULT INC.	30,466.04
175116	5/29/2018	AVI-SPL CANADA LTD	13,616.41
175118	5/29/2018	BOHAM GAZ INC.	6,723.24
175119	5/29/2018	BRAULT & BOUTHILLIER LTEE	2,550.60
175120	5/29/2018	BV COMMUNICATIONS	4,074.76
175121	5/29/2018	CAPTURA VIDEO	4,120.00
175122	5/29/2018	CATSPORTS	1,356.59
175124	5/29/2018	DISTRIBUTIONS GILLES PATRICE INC.	2,332.20
175126	5/29/2018	DYNAMIX ADVENTURES INC.	3,357.27
175130	5/29/2018	FDMT	1,337.05
175134	5/29/2018	GDM GROUPE-CONSEIL INC.	1,164.12
175135	5/29/2018	GRICS	1,671.14
175137	5/29/2018	INSO - MONTREAL	4,510.72
175138	5/29/2018	JUNGLESPORT INC.	4,500.00
175143	5/29/2018	MATREC	3,325.95
175144	5/29/2018	MORNEAU SHEPELL LTD	1,333.38
175146	5/29/2018	NELSON EDUCATION LTD.	1,425.12
175148	5/29/2018	OMER DESERRES INC.	2,580.29
175152	5/29/2018	PLOMBERIE CHAUFFAGE VINCENT	5,146.23
175153	5/29/2018	PRECICOM TECHNOLOGIES INC	37,366.88
175156	5/29/2018	QUALITY CLASSROOMS	1,816.83
175157	5/29/2018	R.S. D'AMOUR & FILS INC.	15,561.30
175159	5/29/2018	RICOVA SERVICES INC.	1,250.40
175160	5/29/2018	ROBOTSHOP INC	1,776.36
175161	5/29/2018	ROCHON EXPERTS-CONSEILS INC.	3,480.58
175166	5/29/2018	TELEPHONIE 2000 INC.	1,054.83
175167	5/29/2018	WEL-TECK WELDING REPAIRS(1999) INC.	2,913.03
175170	5/29/2018	WOOD WYANT CANADA INC.	3,048.46
175173	5/24/2018	RBC ROYAL BANK	1,335.83

175174	5/24/2018	RBC ROYAL BANK	2,082.52
175179	5/29/2018	INTERNATIONAL STUDENT	1,100.00
175180	5/30/2018	ASSOCIATION PROVINCIAL ENSEIGNANTS DU QUEBEC	6,784.45
175182	5/30/2018	FONDS DE SOLIDARITE DES TRAVAILLEURS DU QUEBEC (FTQ)	2,578.40
175183	5/30/2018	S.E.P.B. QUEBEC	6,940.22
175184	5/30/2018	S.M.A.E.S.P. (SPPSM)	1,048.65
175185	5/30/2018	UNION DES EMPLOYEES ET EMPLOYES DE SERVICE LOCAL 800	1,170.68
175186	5/30/2018	CROISIERES AML	3,258.40

#### **Correspondence**

A letter from Mr Stephanie Billette, MNA for Huntingdon, was circulated in which Mr Billette acknowledged our hospitality in welcoming him and Ms Kathleen Weil to HAECC, during a recent visit.

#### **Unfinished Business / Business Arising**

There was no unfinished business to address.

#### **Second Question Period**

There were no questions asked.

#### **Adjournment**

There being no further business, the meeting was closed at 21:00 hours on a motion by Commissioner K. Van Droffelaar.

**MOTION CARRIED** unanimously.

David D'Aoust  
Chair

Gary Tennant  
Secretary General