

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, February 5, 2019**, at 19:00 hours and at which the following commissioners were present, representing a quorum of the Council of Commissioners:

Lina Chouinard (arrived at 19:16)
Kenneth Crockett
David D'Aoust, Chair
Barbara Ednie
Shannon Keyes, Commissioner representing the Special Needs Advisory Committee
Raymond Ledoux
Dianne McKell Eastwood
Abdul Pirani
John Ryan, Vice-Chair
Peter Stuckey
Debra Wright, Commissioner representing the Parents' Committee
Anne-Marie Yelle, Commissioner representing the Parents' Committee

Absent with Regrets:

Howard (Buzz) Gibbs
Debie Germann, Commissioner representing the Parents' Committee
Karin Van Droffelaar

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
Cuthbert McIntyre, Director of Human Resources
James Walker, Director of Educational Services
Marc Brindle, NFAA Representative

Call to Order & Opening Remarks

The Chair opened the 279th meeting at 19:05 hours.

Chair & Secretary

Chair D. D'Aoust presided the meeting; Mr G. Tennant served as recorder.

Recognition Statement

Commissioner K. Crockett 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

Item 7.1.2 would be moved "Into committee"

Additions:

12.3.5 APPELE

14.1 Letter from Howick Elementary's Governing Board

The agenda was adopted on a motion by Commissioner R. Ledoux.

MOTION CARRIED unanimously.

Waiver – Reading of the Minutes 2019-01-08

It was moved by Commissioner A. Pirani to waive the reading of the minutes of the regular meeting of 2019-01-08.

MOTION CARRIED unanimously.

Adoption of the Minutes of 2019-01-08

It was moved by Commissioner B. Ednie to adopt the minutes of the regular meeting of 2019-01-08.

MOTION CARRIED unanimously.

Public Question Period

There was no public was present.

Chair

The Riverdale case and Minister's action

Chair David D'Aoust reported that the LBPSB the Minister's action to transfer Riverdale High School to the French board had hindered the LBPSB's ability to communicate with the school community in a timely and effective manner regarding the transfer.

Launching of new project at CVR: "The Cycle of an Abusive Relationship"

Chair David D'Aoust informed the Council members of the launching of this program at CVR via a press conference at the school attended by school board officials and various community partners.

Death of husband of Chair of CSDGS

Chair David D'Aoust reported that the Chair's husband had passed away and the school board's condolences with shared by him.

Advocacy points document in defence of school boards

Chair David D'Aoust reminded the Council members that QESBA has sent advocacy points to all commissioners. A hard copy was circulated.

Visitation of Chinese students

Chair David D'Aoust reported that prospective Chinese students were to visit some NFSB schools. The Chair deferred further discussion to the ADG, Mike Helm, who informed Council members of the details of the tentative visits. M. Helm will advise Council members accordingly once the visits were confirmed.

Administrative Staffing Timeline for 2019-2020

Director General R. Buttars provided a timeline and each of the consultative steps required to complete the process.

Administrative Structure for 2019-2020

Into Committee

On a motion by Commissioner P. Stuckey, the meeting was moved "into committee" at 19:42 hours to discuss the administrative structure for 2019-20.

MOTION CARRIED unanimously.

Out of Committee

On a motion by Commissioner P. Stuckey, the meeting was moved "out of committee" at 20:18 hours.

MOTION CARRIED unanimously.

Director General's Priorities 2018-2019 – Mid-Year Review

The Director General provided commissioners with a mid-year update on the priorities that he and the directorate are working on this school year. He invited any questions from commissioners be addressed to him by email, in person, or by telephone.

Executive Committee

The Executive Committee is scheduled to meet on Tuesday, February 12, 2019 at 16:30 hours at the School Board offices in Chateaugay. A meeting kit will be posted on Friday, February 8, 2019.

Resolution #CC19-02-05-00

Appointment of 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, the Directive on the Security of Government Information (DSIG), and the Government's Strategic Approach to Information Security (ASGSI) has been issued, and the desire of the Ministry to improve the management of information security; and whereas the School Board must appoint two Sectoral Incident Management Coordinators (coordonnateur sectorial de la gestion des incidents – CSGI) to respond to

emergencies with the “Dirigeant réseau de l’information” (DRI) concerning matters of incident management; and whereas Mr Bob Thomas, formerly appointed as a CSGI by the New Frontiers School Board (NFSB), is no longer in the employ of the NFSB; and whereas the NFSB must appoint a CSGI to replace Mr Bob Thomas;

Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Commissioner S. Keyes that the Council of Commissioners of the New Frontiers School Board appoint Mr Marc-André Picard, Interim Coordinator of Information and Technology Services, as the NFSB’s Sectoral Incident Management Coordinator, effective February 5, 2019.

MOTION CARRIED unanimously.

Resolution #CC19-02-05-00

Banking and Purchasing Authorizations

Whereas the timely execution of the financial transactions supporting the daily operations of the New Frontiers School Board (NFSB) relies upon the authorizations provided by employees and others to whom Council has delegated responsibility for such transactions; and whereas the Director of Administrative Services has received numerous such delegations, touching daily banking, and purchasing operations in particular; and whereas the scope of such authorizations is established by provincial, council, and board-level governance, and whereas a number of these authorizations are in the name of the Director of Administrative Services, who will be retiring on January 31st, 2019; and whereas, for the interim period (until a permanent Director of Administrative Services is appointed), the NFSB will be required to name to its partners such as suppliers, banks, and others, persons authorized to approve transactions pursuant to Board policy and internal authorizations;

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner P. Stuckey that the Council of Commissioners authorize the Chair of the Council of Commissioners and the Director General, acting jointly, to sign and give effect to the appointment of such employee(s) to ensure the uninterrupted functioning of financial operations.

MOTION CARRIED unanimously.

Resolution #CC19-02-05-00

Leave of Absence Request

On the recommendation of the Human Resources Standing Committee, it was moved by Commissioner A. Pirani that the Council of Commissioners approve the following request for a leave of absence without pay: employee #2228, teacher at Harmony Elementary School, requesting a leave of absence without pay for the period of one school year from July 1, 2019 to June 30, 2020.

MOTION CARRIED unanimously.

CVCEC Measures Update

This past fall, the Châteauguay Valley Career Education Centre (CVCEC) applied to two Ministry measures with a focus on our Commitment to Success Plan – Orientation 1 – Increase the proportion of adult population of Québec who demonstrate high-level literacy skills according to PIACC 2022. The two projects were written with a focus on centre/community-based activities to increase adult literacy levels. We are pleased to report that both measures were accepted.

- #15162 – Rehaussement et maintien des compétences en littératie des populations adultes les plus vulnérables - “Club de lecture et de cinéma” - \$25,000.
- #15163 – Rehaussement de la formation générale de base des parents par la pratique d’activités de la littératie familiale- “Game On” - \$20,000.

CVCEC also applied to a special measure # 15192 – Techno FAD “Education à distance avec VKS” which supports technological initiatives. The measure was applied to in partnership with Visual Knowledge Share Ltd. (VKS), a Châteauguay-based company. The goal of this project is to digitize selected carpentry modules whereby specialised computers and machines would complete predetermined tasks. Alexandre Lavoie, a CVCEC Carpentry teacher is leading this project. The project funding allocation is \$17,000.

HSB 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 New Frontiers School Board

students participate in leadership activities. Howard S. Billings has applied for a School Beautification Project and has been granted \$2000.

International Dossier Update

A partnership with Éducation Internationale was signed in December 2018. We are also working with the following international recruiters as we work to maintain and increase our international enrolments:

- One View Immigration – representative Deepak Palwar
- Studypointer – representative Pooja Shah
- Can Share – representative Cindy Yao
- AS Consultants – representative Ankit Talwar.

Kindergarten Registration

This year the registration and admission period began on January 28, 2019. Registration packages for the 2019-2020 school year were given to the schools during the week of January 21, 2019. Our registration officer, Lisa Lemieux, reviewed the material contained therein with both school principals and secretaries to ensure a smooth registration process. A copy of the registration package was circulated.

Extended Field Trip

For the information of the Council of Commissioners, listed below are details pertaining to a field trip organized by Gault Institute, which has received Governing Board approval and meets all insurance requirements.

School	Name of Trip	Destination	Date	Students / Level	Adult Supervisors
Gault Institute	Animatours : Camp Interval	Sainte-Lucie des Laurentides	February 25 to 26, 2019	33 students Grade 6	1. Jennifer Le Mesurier 2. Anik Benard 3. Allyssa McLean 4. Audra Taylor

New Business

There was no new business to discuss.

Parents' Committee

Commissioner D. Wright, and Parents' Committee Chair, reported that the committee reviewed the school calendar, GB training, naming of the new school for students with special needs, the Community Connections evening and the appointment of the new commissioner.

Policy FCB – Major School or Centre Change

Commissioner Deborah Wright, Parents' Committee Chairperson, reported that the Parents' Committee has requested that the Council of Commissioners designate an Ad Hoc committee to review the 3 year Plan of Immovables for 2019-20, following the receipt of projected enrolments. The Ad-hoc Committee, designated by Council, would study the projections and determine if any changes may need to be considered as per Policy FCB.

It was moved by Commissioner D. Wright that the Council of Commissioners designate the Educational Services Standing Committee to review the 3 year Plan of Immovables for 2019-20, following the receipt of projected enrolments, study the projections and report back to Council.

MOTION CARRIED unanimously.

Special Needs Advisory Committee

Commissioner S. Keyes reported that there was no new update.

Quebec English School Board's Association

Choice of Law firm to defend school boards

Chair D. D'Aoust reported that the name of the law firm to be retained is "Power Law".

Appropriation of funds for legal fees as needed to start legal defence

Chair D. D'Aoust reported that the Executive of QESBA is recommending a contingency fund of \$100 000 be established for legal fees incurred from a legal challenge.

QESBA membership in "Conseil du patronat"

Chair D. D'Aoust reported that QESBA has inquired about becoming a member of the "Conseil du patronat" given the possibility of greater representation and support.

Labour Relations and Negotiations start up, for 2020 to 2025.

Chair D. D'Aoust reported that negotiations for collective agreements for all employee groups will be starting.

APPELE

Chair D. D'Aoust reported that QESBA will work with APPELE in the effort to maintain school boards.

Ad Hoc Committee Reports

None to report.

List of Disbursements

Commissioners were provided with the following list of disbursements for the month of January 2019:

Chq Nbr	Chq Date	PaidTo	Amount
182488	1/7/2019	MANAGEBAC LLC	5,186.67
182489	1/10/2019	REVENU QUEBEC	433,921.70
182490	1/10/2019	REVENU CANADA	174,993.64
182494	1/9/2019	ASSOCIATION PROVINCIAL ENSEIGNANTS DU QUEBEC	12,902.50
182495	1/9/2019	C.V.T.A.	10,268.47
182496	1/9/2019	CAPITALE GESTION FINANCIERE,LA	1,876.87
182497	1/9/2019	FONDS DE PENSIONS ALIMENTAIRES	1,574.86
182502	1/9/2019	S.E.P.B. QUEBEC	12,992.86
182503	1/9/2019	S.M.A.E.S.P. (SPPSM)	2,248.71
182504	1/9/2019	UNION DES EMPLOYEES ET EMPLOYES DE SERVICE LOCAL 800	2,391.76
182505	1/9/2019	6848508 CANADA INC PORTES ET FENÊTRES VERDUN	15,172.11
182512	1/9/2019	CAPITALE GESTION FINANCIERE,LA INC.	36,218.15
182518	1/9/2019	GROUPE GESFOR POIRIER PINCHIN INC.,LE	19,649.23
182519	1/9/2019	GROUPE IMAGI COMMUNICATION INC., LE	1,258.98
182523	1/9/2019	INDUSTRIAL ALLIANCE	53,981.65
182524	1/9/2019	JOHNSTON, RANDY	2,350.00
182525	1/9/2019	JULIEN, LINDA LEGAL COUNSEL	2,931.90
182526	1/9/2019	KAHNAWAKE SPORTS COMPLEX	2,100.00
182532	1/9/2019	MITCHELL 1	1,263.52
182533	1/9/2019	NORTHERN MICRO INC.	2,964.06
182534	1/9/2019	OBURO	2,640.98
182535	1/9/2019	PAVAGES ULTRA INC.(LES)	6,059.18
182542	1/9/2019	PIECES D'AUTO HAP INC. (LES)	2,252.75
182543	1/9/2019	PRO KONTROL	1,535.15
182548	1/9/2019	RETRAITE QUEBEC	266,860.47

182550	1/9/2019	SCHOLASTIC BOOK FAIRS	7,041.10
182553	1/9/2019	SERRURIER HAVELOCK ENR.	2,862.50
182554	1/9/2019	SERVICE DE CONSULTATION DE VALLEYFIELD INC.	5,839.83
182555	1/9/2019	SEXPRESSIONS	3,046.84
182556	1/9/2019	SEXUAL HEALTH NETWORK OF QC	1,825.00
182558	1/9/2019	SOLUTION NUGAZ INC.	1,343.04
182559	1/9/2019	SSQ, SOCIETE D'ASSURANCE-VIE INC.	26,752.40
182565	1/9/2019	VOSS EXPERTS-CONSEILS INC.	6,726.04
182566	1/9/2019	XEROX CANADA LTEE	8,844.80
182576	1/9/2019	BOHAM GAZ INC.	1,361.09
182578	1/9/2019	BV COMMUNICATIONS	4,111.62
182579	1/9/2019	C. S. LA VALLEE-DES-TISSERANDS	3,116.20
182583	1/9/2019	FONDS DE SOLIDARITE DES TRAVAILLEURS DU QUEBEC (FTQ)	4,252.94
182584	1/9/2019	GRAND & TOY LIMITED	1,218.79
182590	1/9/2019	MATERIAUX PONT MASSON INC.	1,171.98
182591	1/9/2019	MATREC	3,325.95
182592	1/9/2019	NSW CONTROLE INC.	1,843.63
182597	1/9/2019	PETRO MONTESTRIE INC	3,978.65
182598	1/9/2019	PRIEST	44,124.50
182602	1/9/2019	ROCHON EXPERTS-CONSEILS INC.	2,232.81
182604	1/9/2019	SANTINEL INC.	3,759.68
182613	1/9/2019	9072-0103 QUEBEC INC.	13,942.97
182614	1/9/2019	AUTOBUS DUFRESNE INC.	9,646.11
182615	1/9/2019	AUTOBUS RACINE LTEE	9,160.49
182616	1/9/2019	AUTOBUS ROLAND LEDUC INC.	98,002.83
182617	1/9/2019	AUTOBUS VENISE LTEE	6,838.62
182618	1/9/2019	CIE TRANSBUS (1986) INC.	7,792.05
182619	1/9/2019	MOR TRANSPORT INC.	3,430.69
182620	1/9/2019	RO-BUS INC.	59,632.69
182621	1/9/2019	TRANSPORT P.M.D. BRAULT INC.	17,785.75
182622	1/9/2019	CAN SHARE CONNECTION INC.	143,854.48
182625	1/9/2019	SOLUTIONS SHERBY	1,212.33
182629	1/10/2019	REFRIGERATION YVAN ALLISON	37,293.84
182631	1/10/2019	ECOLE PETER HALL SCHOOL INC.	45,385.40
182633	1/14/2019	ANIMATEURS INC	4,008.79
182635	1/28/2019	SERVICES DE CARTES DESJARDINS	8,216.72
182638	1/16/2019	PAVAGES J.M. BEAULIEU, LES	14,251.15
182643	1/16/2019	ROGERS	1,976.10
182647	1/17/2019	HYDRO QUEBEC	3,066.80
182648	1/17/2019	HYDRO QUEBEC	41,019.39
182649	1/17/2019	HYDRO QUEBEC	37,287.66

182650	1/17/2019	HYDRO QUEBEC	2,094.96
182652	1/17/2019	HYDRO QUEBEC	5,467.82
182654	1/17/2019	HYDRO QUEBEC	4,807.49
182655	1/17/2019	HYDRO QUEBEC	2,328.33
182656	1/17/2019	HYDRO QUEBEC	8,869.86
182657	1/17/2019	HYDRO QUEBEC	8,808.84
182658	1/17/2019	HYDRO QUEBEC	6,152.16
182659	1/17/2019	HYDRO QUEBEC	2,926.34
182660	1/17/2019	HYDRO QUEBEC	6,305.54
182661	1/17/2019	HYDRO QUEBEC	1,090.66
182662	1/17/2019	HYDRO QUEBEC	11,794.85
182664	1/17/2019	HYDRO QUEBEC	3,183.16
182665	1/17/2019	HYDRO QUEBEC	6,345.54
182668	1/21/2019	ARPIN MARTINE	1,500.00
182671	1/21/2019	BOULANGERIE GRANT'S	1,282.64
182677	1/21/2019	CENTRE DU PEINTRE	2,285.95
182679	1/21/2019	CHATO SERIGRAPHIE BRODERIE	2,362.98
182682	1/21/2019	COLOSIMO, SCOTT	2,500.00
182683	1/21/2019	COUVREUR VERDUN INC	8,548.84
182688	1/21/2019	EQUIPEMENTS DE RESTAURANTS DE L'EST INC.	1,778.66
182695	1/21/2019	GES TECHNOLOGIES INC.	3,980.16
182696	1/21/2019	GIANT STEPS SCHOOL	2,429.23
182704	1/21/2019	LAP OF LUXURY	4,612.49
182712	1/21/2019	MENARD, ME MICHEL A., AVOCAT	4,093.27
182714	1/21/2019	ORACLE CANADA ULC	7,486.80
182716	1/21/2019	PEARSON CANADA ASSESSMENT INC.	1,627.71
182718	1/21/2019	PIERRE FARMER	5,587.79
182723	1/21/2019	SCHOLASTIC BOOK FAIRS	3,416.20
182726	1/21/2019	SERRURIER HAVELOCK ENR.	3,682.61
182728	1/21/2019	SOFTCHOICE LP	1,724.63
182730	1/21/2019	TOITURES WESCOTT DUHEME 2010	1,000.87
182735	1/21/2019	DELL COMPUTER CORPORATION	2,897.37
182744	1/21/2019	AGENCE OMETZ	5,355.00
182748	1/21/2019	BRAULT & BOUTHILLIER LTEE	2,889.86
182749	1/21/2019	C. S. LA VALLEE-DES-TISSERANDS	3,950.26
182750	1/21/2019	C. S. LESTER B. PEARSON	4,564.77
182751	1/21/2019	CARR MCLEAN	1,985.41
182754	1/21/2019	CINEMA CARNAVAL INC.	2,470.00
182760	1/21/2019	ENVIRO CONNEXIONS	2,459.58
182762	1/21/2019	GRAND & TOY LIMITED	1,971.36
182764	1/21/2019	GROUPE MECAPLUS INC.	2,426.43

182769	1/21/2019	MATERIAUX PONT MASSON INC.	6,993.18
182770	1/21/2019	MICRO LOGIC	1,890.19
182771	1/21/2019	MORNEAU SHEPELL LTD	1,327.70
182772	1/21/2019	MOTEURS EXCEL ELECTRIQUE 9208-2254 QUEBEC INC	1,244.63
182773	1/21/2019	ORKIN CANADA CORPORATION	1,736.71
182775	1/21/2019	PETRO MONTESTRIE INC	6,485.93
182778	1/21/2019	RESEAU DE TRANSPORT METROPOLITAIN	4,333.50
182780	1/21/2019	ROBOTSHOP INC	1,540.64
182781	1/21/2019	SANTINEL INC.	3,660.11
182783	1/21/2019	STERLING TALENT SOLUTIONS CANADA CORP.	1,530.78
182786	1/21/2019	TREMBLAY BOIS MIGNAULT LEMAY	1,087.08
182788	1/21/2019	WOLSELEY CANADA INC.	2,688.76
182790	1/24/2019	REVENU QUEBEC	443,239.48
182791	1/24/2019	REVENU CANADA	179,903.07
182792	1/23/2019	CROISIERES AML	4,000.00
182794	1/23/2019	INTERNATIONAL STUDENT REFUND	1,000.00
182796	1/23/2019	INTERNATIONAL STUDENT REFUND	2,655.06
182799	1/23/2019	STANDARD LIFE	26,307.61
182801	1/23/2019	GDM GROUPE-CONSEIL INC.	5,190.33
182802	1/23/2019	ASSOCIATION PROVINCIAL ENSEIGNANTS DU QUEBEC	6,035.92
182803	1/23/2019	C.V.T.A.	4,891.30
182809	1/23/2019	S.E.P.B. QUEBEC	6,413.97
182810	1/23/2019	S.M.A.E.S.P. (SPPSM)	1,125.53
182811	1/23/2019	UNION DES EMPLOYEES ET EMPLOYES DE SERVICE LOCAL 800	1,165.06
182812	1/25/2019	INTERNATIONAL STUDENT REFUND	1,100.00
182813	1/25/2019	INTERNATIONAL STUDENT REFUND	1,100.00
182814	1/28/2019	GAZ METRO	2,414.75
182815	1/28/2019	GAZ METRO	3,295.08
182816	1/28/2019	GAZ METRO	13,573.26
182817	1/28/2019	GAZ METRO	3,278.01
182818	1/28/2019	GAZ METRO	3,051.91
182819	1/28/2019	9072-0103 QUEBEC INC.	17,968.88
182820	1/28/2019	AUTOBUS DUFRESNE INC.	9,646.11
182821	1/28/2019	AUTOBUS RACINE LTEE	9,160.49
182822	1/28/2019	AUTOBUS ROLAND LEDUC INC.	100,705.85
182823	1/28/2019	AUTOBUS VENISE LTEE	6,838.62
182824	1/28/2019	CIE TRANSBUS (1986) INC.	9,028.03
182825	1/28/2019	MOR TRANSPORT INC.	3,430.69
182826	1/28/2019	RO-BUS INC.	58,023.04
182827	1/28/2019	TRANSPORT P.M.D. BRAULT INC.	18,073.73
182829	1/29/2019	COUVREUR VERDUN INC	22,912.71

Correspondence

A letter from Howick Elementary's Governing Board requesting an increase to the allocated percentage of their principal for the 2019-20 school year was discussed

Unfinished Business / Business Arising

There was no unfinished business or business arising to discuss.

Second Question Period

There was no public present.

Adjournment

There being no further business, the meeting was closed at 21:02 hours on a motion by Commissioner D. McKell Eastwood.

MOTION CARRIED unanimously.

David D'Aoust
Chair

Gary Tennant
Secretary General