



Minutes of proceedings of a regular meeting of the Council of Commissioners of the New Frontiers School Board held in the Council Chambers at Howick Elementary School, 5 Lambton, Howick, Quebec, on **Tuesday, November 1, 2022**, at 19:00 hours and at which the following commissioners were present, representing quorum of the Council of Commissioners:

- John Ryan, Chair
- Raymond Ledoux, Vice-Chair, Electoral Division #1
- Brenda Bourdeau, Commissioner representing the Special Needs Advisory Committee
- Lina Chouinard, Electoral Division #3
- Kenneth Crockett, Electoral Division #4
- Dianne Eastwood, Electoral Division #7, on Teams
- Barbara Ednie, Electoral Division #9
- Dana Hoshowatiuk, Commissioner representing Parents, Secondary Level, arrived at 19:18 hours
- Bart Jeuris, Commissioner representing Parents, Elementary Level
- Jennifer Largan, Commissioner representing Parents at Large
- Abdul Pirani, Electoral Division #6
- Peter Stuckey, Electoral Division #8
- Joy Thomas, Electoral Division #5
- Karin Van Droffelaar, Electoral Division #2
- Debra Wright, Electoral Division #10, arrived at 19:04 hours

Also in attendance:

- Rob Buttars, Director General
- Mike Helm, Assistant Director General & Secretary General
- Eric Colbert, Director of Material Resources
- Chantal Martin, Director of Continuing Education
- Cuthbert McIntyre, Director of Human Resources
- Terence Savoie, Director of Financial Services
- James Walker, Director of Educational & Technology Services, NFAA Representative
- Luisa Benvenuti, Manager, Administrative Services
- Invited guests – David & Joan D’Aoust
- Member of the public

Call to Order & Opening Remarks

The Chair opened the meeting at 19:04 hours and welcomed members, acknowledging the former Chair, David D’Aoust, and his wife Joan.

Recognition Statement

Commissioner D. Hoshowatiuk, 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.

Declaration of Conflict

None were made.

Adoption of the Agenda

The agenda was approved, as presented, on a motion by J. Largan.

MOTION CARRIED unanimously.

Waiver – Reading of the Minutes of 2022-10-04

The reading of the minutes of the regular meeting of 2022-10-04 was waived on a motion by Commissioner J. Largan.

MOTION CARRIED unanimously

Adoption of the Minutes of 2022-10-04

It was moved by Commissioner K. Van Droffelaar that the minutes of the meeting of 2022-10-04 be adopted as presented.

MOTION CARRIED unanimously

Public Question Period

A mother of a student attending CVR High School, by choice, indicated the steps the parents have taken with the MRC Haut St. Laurent for their children to be allowed on the bus that goes to CVR; she asked what the School Board is doing to support them?

Resolution #CC22-11-01-001

Letter to the MRCs of Haut-St-Laurent and Roussillon

It was moved by Vice-Chair R. Ledoux that the Council of Commissioners write a letter to the prefects of the MRC Haut-St-Laurent and the MRC Roussillon, with copies to the MNAs of the region, indicating their displeasure with the removal of our students from this public transportation service.

MOTION CARRIED unanimously

Recognition

Former Chair David D'Aoust

The former Chair of the New frontiers School Board was recognized for his dedication and service to the students, staff and citizens of the New Frontiers School Board community and presented with a certificate to that effect.

Outgoing Commissioners Representing Parents

The Chair recognized Commissioner D. Hoshowatiuk for her service as the Commissioner representing secondary school parents, and Commissioner B. Jeuris for his service as the Commissioner representing elementary school parents. He thanked them both for their dedication, acknowledging the time they gave – including several evenings – away from their families in order to serve others.

Resolution #CC22-11-01-002

Director General Rob Buttars

Whereas the Canadian Association of School System Administrators (CASSA) honours members who have exhibited exemplary leadership ability and enhanced school administration, with the Xerox EXL Award; and whereas this recognition normally takes place at the annual CASSA Conference; and whereas Mr Rob Buttars was nominated by the Association of Directors General of English School Boards of Quebec (ADGESBQ); and whereas Mr Buttars' nomination included a letter written by the ADGESBQ President, Mr Mike Dubeau, and included the following text:

“Since 2013, Rob has proudly served as the Director General of the New Frontiers School Board, a school district that services suburban and rural communities south of Montreal. The challenges in Rob's district include a small population spread out over a large geographic territory as well as Indigenous and socio-economically marginalized communities.

In these varied roles, Rob has placed student success at the heart of his leadership. All of the initiatives he has led have been focused on helping vulnerable students achieve success. Whether through the implementation of an alternative-to-suspension program for secondary students, the creation of a community learning centre to support rural and disenfranchised communities, or improving adult education and vocational training opportunities provincewide, Rob is committed to harnessing the power of public education to serve all learners.

“Rob's leadership has had a positive impact on the entire province of Quebec. He has served as President of ADGESBQ and remains on the executive of this committee as Vice-President. In this role, he interacts directly with other system leaders and the Ministry of Education. Rob is currently the chair of the English Language Vocational Education Council (ELVEC), a provincial committee that advocates for and strengthens vocational training program opportunities across the province. He is also the DG representative on the Entente Canada-Quebec table, a committee that oversees the distribution and management of minority language funding that the English education network receives annually from the federal government. Rob has also sat on numerous committees to increase student success and improve curriculum throughout his educational career.” and; whereas Mr Buttars' nomination was one of the top three accepted by the CASSA Executive; and whereas this year's Xerox EXL Award was bestowed on Mr Bevan Daverne, Superintendent for the Golden Hills School Division, from Strathmore Alberta; and whereas the two runners-up, Mr Buttars and Mr Philippe Brulot, were also recognized at this year's conference and in the Leaders & Learners CASSA Newsletter;

Therefore, it was moved by the Vice-Chair R. Ledoux that the New Frontiers School Board formally recognize Mr Buttars' contributions to the Quebec public education system, and across Canada; and that Mr Buttars also be recognized for his dedication to the New Frontiers School Board and for the many contributions he has made locally for the students, staff, families, and communities we serve.

MOTION CARRIED unanimously

QESBA Report

The Chair reported on the most recent QESBA meeting where the following topics were discussed: Bill 96, newly appointed Minister Drainville, newly appointed Sous-Ministre Carole Arav, presentations at the Senate hearings on Bill C-13, a meeting with the National Ombudsman, and the professional development session with Chief Delorme held on October 29, 2022.

Executive Committee Report

The Chair provided an update on the meeting of October 11, 2022, at which the following items were discussed: professional development session for commissioners on November 29, the Three-Year Plan and consideration for adding vocational education to the high schools' designations, and four policies that are being worked on by the various Standing Committees.

Director General's Report

The Director General provided updates from the standing committee meetings of October 18, 2022; the report will be placed in the Governance folder.

Departure from Meeting

At 20:03 hours, the Vice-Chair excused himself from Council chambers.

Resolution #CC22-11-01-003

Réseau du Sport Étudiant du Québec (RSEQ) - Membership Fees

Whereas the Réseau du Sport Étudiant du Québec (RSEQ) is the governing body of primary and secondary school, collegiate and university sport in Quebec; and whereas the New Frontiers School Board (NFSB) has been affiliated with RSEQ Montérégie for many years; and whereas the NFSB would like to renew the affiliation for the upcoming year; and whereas the Council of Commissioners is required to adopt a motion confirming our sports affiliation with RSEQ Montérégie for the 2022-2023 school year;

Therefore, it was moved by Commissioner K. Van Droffelaar that the New Frontiers School Board pay to the Réseau du Sport Étudiant du Québec - Montérégie a base affiliation fee (\$363.30) and a per capita membership rate at elementary and secondary level based on the September 30, 2022, enrolments at all our schools of twenty-five cents per student (\$0.25) at the elementary level and twenty-six cents per student (\$0.26) at the secondary level; and that a teacher (to be determined) secondary level and Kara Johnstone (elementary level) be designated as the Board's representatives to the Réseau du Sport Étudiant du Québec.

MOTION CARRIED unanimously

Resolution #CC22-11-01-004

Authorization to Participate in a Purchasing Tender CAG-2022-7512-50 - Network Equipment

Whereas the New Frontiers School Board (NFSB) renews and upgrades the network on a regular basis; and whereas the Centre d'acquisitions gouvernementales (CAG) tendering services has a tendering offer which has criteria that meets the needs of the NFSB; and whereas the contract would be in place for five years and will begin on March 1, 2023; and whereas the contract would end on February 29, 2028, and have the possibility of a two-year renewal; and whereas the anticipated total five-year cost for the tender of network equipment is estimated at \$221,000 which exceeds the authority of the Director General as provided for in By-Law BLA "Delegation of Powers by the Council to the Director General";

Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Commissioner K. Van Droffelaar that the Council of Commissioners authorize the New Frontiers School Board to enter into a contract with the recipient of the Centre d'acquisitions gouvernementales tender number 2022-7512-50 for the purchase of network equipment, including Wi-Fi routers, infrastructure switches, firewall, etc., starting in the spring of 2023; and that the Director General, or in his absence, the Assistant Director General be empowered to sign and give effect to such contract.

MOTION CARRIED unanimously

Resolution #CC22-11-01-005

Borrowing Plan – Line of Credit

Whereas, in accordance with section 78 of the Financial Administration Act (R.S.Q., chapter A-6.001), the New Frontiers School Board (the "Borrower") wishes to establish a borrowing plan, allowing it to borrow by line of credit from the Minister of Finance, as the person responsible for the Fonds de financement, to finance the portion of its investment projects subsidized by the Ministry of Education notably the projects under the responsibility of the Société québécoise des infrastructures (the "Projects"); and whereas the amount and maturity of the loans to be contracted under this borrowing plan shall not exceed the amounts authorized from time to time by the Minister of Education, in accordance with the Education Act (R.S.Q., chapter I-13.3) and the Financial Administration Act re for these Projects; and whereas the Projects will be funded solely through the Minister of Finance, as the lead for the Funding Fund; and whereas, for projects under the responsibility of the Société québécoise des infrastructures, temporary financing is initiated by the latter, on its credit; and whereas the temporary financing of projects under the responsibility of the Société québécoise des infrastructures must periodically be transferred to the Minister of Finance, as the person responsible for the Financing Fund, on behalf of the Borrower, at the request of the Société québécoise des infrastructures; and whereas it is opportune, to this effect, to authorize this borrowing plan and to approve its terms and conditions; and whereas, in accordance with Section 83 of the Financial Administration Act, the Borrower wishes, within the framework of this borrowing plan, that the power to borrow and the power to approve the terms and conditions of the loans be exercised by at least two of its officers; and whereas the second paragraph of section 83 specifies that, in the case of a short-term loan or line of credit, the power may be exercised by a member of the personnel authorized by the organization, who may act alone; and whereas this borrowing plan must be authorized by the Minister of Education in accordance with the Education Act and the Financial Administration Act; and whereas it is necessary to renew any line of credit agreement entered into between the Borrower and the Minister of Finance, as the person responsible for the Financing Fund;

Therefore, it was moved by Commissioner A. Pirani:

1. That, subject to the required authorization from the Minister of Education, the Borrower be authorized to institute a borrowing plan enabling it to borrow by line of credit from the Minister of Finance, as the person responsible for the Financing Fund, to finance the portion subsidized by the Minister of Education of its investment projects , in particular the projects under the responsibility of the Société québécoise des infrastructures (the "Projects"), according to the following limits and characteristics:
 - a) the interest rate payable on the loans will 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) Borrowings under the line of credit will be made under the line of credit agreement with the Minister of Finance, as manager of the Financing Fund, in accordance with the terms and conditions set out therein;
 - c) the amount of borrowings under the line of credit shall not, at any time, exceed the amount authorized from time to time by the Minister of Education under letters of authorization issued by him for such Projects; and
2. That the Projects be funded solely through the Minister of Finance, as the lead for the Financing Fund; and
3. That, for projects under the responsibility of the Société québécoise des infrastructures, loan requests by line of credit be initiated by the latter; and
4. That for the purpose of determining the amount of borrowings referred to in paragraph 1(c), only the balance of outstanding borrowings from the Minister of Finance, as the person responsible for the Financing Fund, be taken into account; and
5. That the Borrower be authorized, except for line of credit borrowing requests initiated by the Société québécoise des infrastructures, to submit to the Minister of Finance, as the person responsible for the Financing Fund, a transaction confirmation to acknowledge each borrowing or each repayment of capital or interest on the line of credit; and
6. That, when a request is initiated by the Société québécoise des infrastructures, the capital of the line of credit loan be paid, on the date of the loan, to the Société québécoise des infrastructures, for and on behalf of the Borrower, in reimbursement of expenses incurred for the Borrower's investment projects, the management of which has been entrusted to it; and
7. That the Director General or the Assistant Director General of the Borrower, provided that both are acting jointly, be authorized, for and on behalf of the Borrower, to execute the Line of Credit Agreement, to consent to any additions or amendments not materially inconsistent with the provisions hereof and to do all acts and execute all documents necessary or useful to give full effect to the Line of Credit borrowings; and

Resolution #CC22-11-01-005 - Borrowing Plan – Line of Credit – cont'd

8. That in addition to the officers identified in paragraph 7, the Director of Financial Resources or the Coordinator of Financial Resources, or the acting Coordinator of Financial Resources of the Borrower, be authorized, for and on behalf of the Borrower, to execute under this borrowing plan any transaction confirmation required to enter into a line of credit loan or to make a repayment under this line of credit; and
9. That this resolution replaces all previous resolutions adopted for the same purpose.

MOTION CARRIED unanimously

Return to Meeting

At 20:11 hours the Vice-Chair returned to Council Chambers and was present to vote on the Borrowing Plan.

Standing Committee Chair Reports – Meetings of September 20, 2022

- Educational Services – Commissioner K. Van Droffelaar, Chair, reported the many events and activities taking place in our schools and centres.
- Human Resources – Commissioner B. Ednie, Chair, reported on three policies they committee is working on an administrative staffing update.
- Operations – Vice Chair A. Pirani reported that the roles of chair and vice-chair were reviewed and that financial updates were provided along with information on the Radon testing program.

Parents' Committee Report

Commissioner J. Largan reported on the meeting of October 13, 2022, which took place in person at the School Board offices; the following election results were presented: Chair, Jennifer Largan; Vice-Chair, Caleigh Saucier; seats for Commissioners representing parents went to: Jennifer Largan, At Large; Lorne Ferguson, Elementary; Caleigh Saucier, Secondary. Parent representation on the Standing Committees will be: Jennifer Largan, Human Resources; Lorne Ferguson, Educational Services; Caleigh Saucier, Operations.

Special Needs Advisory Committee

Commissioner B. Bourdeau reported on the SNAC meeting of October 5, where the committee brainstormed on topics for this year; the creation of a parent handbook is one idea.

Audit Committee

Commissioner L. Chouinard, re-elected Chair of the Audit Committee, reported on the first meeting where the audit process was reviewed, along with a history of the financial recovery plan.

New Business

There was no new business to discuss.

List of Disbursements

Commissioners were provided with the list of disbursements for the months of October 2022:

Cheque #	Date	Paid to	Amount
221044	10/14/2022	9072-0103 QUEBEC INC.	24,737.03
221045	10/14/2022	AUTOBUS DUFRESNE INC.	18,810.99
221046	10/14/2022	AUTOBUS RACINE LTEE	10,428.85
221047	10/14/2022	AUTOBUS ROLAND LEDUC INC.	119,527.29
221050	10/14/2022	RO-BUS INC.	77,925.49
221051	10/14/2022	TRANSPORT P.M.D. BRAULT INC.	26,216.21
221052	10/13/2022	9166-3302 QUEBEC INC	11,325.04
221090	10/13/2022	LEARN QC	21,200.00
221133	10/13/2022	NOVEXCO/ HAMSTER	13,554.43
221136	10/13/2022	CHENELIERE EDUCATION INC.	16,470.40
221141	10/13/2022	ACIERS H & H INC (LES)	24,183.23
221156	10/13/2022	CONSTRUCTIONS B. MARTEL INC.	262,679.60
221157	10/13/2022	CONSTRUCTIONS VALRIVE	217,210.76
221158	10/13/2022	COPICOM INC	14,899.13
221163	10/13/2022	EDITIONS CEC INC., LES	26,514.48
221170	10/13/2022	ERPI-EDITIONS DU RENOUVEAU PEDAGOGIQUE INC	20,957.31

221180	10/13/2022	GROUPE ICLASS CANADA	39,436.43
221182	10/13/2022	GROUPE MINOV INC	19,935.14
221193	10/13/2022	MICRO LOGIC	17,788.93
221207	10/13/2022	ROMCOBAT BATIMENTS INC	79,451.06
221241	10/26/2022	SERVICES DE CARTES DESJARDINS	11,553.55
221242	10/21/2022	CONSTRUCTIONS B. MARTEL INC.	240,062.63
221243	10/21/2022	CONSTRUCTIONS J. BOULAIS INC.	431,984.83
221244	10/21/2022	PAVAGES ULTRA INC.(LES)	99,060.67
221250	10/31/2022	9072-0103 QUEBEC INC.	25,783.30
221251	10/31/2022	AUTOBUS DUFRESNE INC.	18,810.98
221252	10/31/2022	AUTOBUS RACINE LTEE	10,428.85
221253	10/31/2022	AUTOBUS ROLAND LEDUC INC.	139,084.96
221255	10/31/2022	CIE TRANSBUS (1986) INC.	16,033.00
221257	10/31/2022	RO-BUS INC.	84,065.15
221258	10/31/2022	TRANSPORT P.M.D. BRAULT INC.	22,793.39
221285	10/27/2022	IXL LEARNING	21,317.00
221315	10/27/2022	TEACHING SOLUTIONS SOFTWARE	21,015.13
221332	10/24/2022	HYDRO QUEBEC	27,561.57
221351	10/27/2022	ACIERS H & H INC (LES)	13,971.91
221356	10/27/2022	BOHAM GAZ INC.	17,920.62
221369	10/27/2022	DENEALT PLOMBERIE INC.	30,487.36
221375	10/27/2022	ERPI-EDITIONS DU RENOUVEAU PEDAGOGIQUE INC	13,813.31
221385	10/27/2022	HEXAGON GEOSPATIAL	11,532.34

Correspondence

The Chair referred to two pieces of correspondence sent – letters of welcome and support to the newly elected MNAs on the territory, and a note of thanks to the outgoing MNA for Huntingdon, Mme Claire Isabelle, for her tremendous support of New Frontiers.

Unfinished Business / Business Arising / General Order

At the Council meeting of October 4, 2022, the following questions were asked during the first Public Question period:

1. Age-Appropriate Reading Material

Question: A parent of a child in the Four-Year Old program at St. Willibrord, expressed her concern regarding a book read to her child's class, as part of the sexuality program, that she felt was not appropriate; she asked to know how the School Board establishes age-appropriate reading materials for students.

Response: As per the Education Act, reading material is approved by the principal, who is recognized as the pedagogical leader in the school. It was further noted that the book in question, was not actually read to the class but discussed at Meet the Teacher Night.

2. MRC Haut St-Laurent Transportation Issue

Question: A mother of a child who attends Chateauguay Valley Regional High School by choice, via an inter-school transfer, asked that the School Board step in to help rectify the situation whereby the MRC HSL Department of Transportation is refusing students to use this free service, citing misbehaviour and/or a lack of space on the bus.

Response: In accordance with School Board policy, transportation is not provided when families choose to send their children to a school other than their zoned school. That said, a special accommodation has been made to transport these students from Ste Martine to Howick Elementary School, where they then transfer to a CVR bus.

Second Public Question Period

There were no members of the public remaining.

Adjournment

There being no further business, the meeting was closed at 20:39 hours on a motion by Commissioner B. Ednie.

MOTION CARRIED unanimously.

John Ryan
Chair

Mike Helm
Secretary General