



**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, March 14, 2023**, (moved to the second Tuesday to accommodate the March break) 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
- Lina Chouinard, Electoral Division #3
- Kenneth Crockett, Electoral Division #4
- Barbara Ednie, Electoral Division #9
- Lorne Ferguson, Commissioner representing Parents, Elementary Level
- Abdul Pirani, Electoral Division #6
- Caleigh Saucier, Commissioner representing Parents, Secondary Level
- Peter Stuckey, Electoral Division #8
- Joy Thomas, Electoral Division #5
- Karin Van Droffelaar, Electoral Division #2, via Teams
- Debra Wright, Electoral Division #10
- Brenda Bourdeau, Commissioner representing the Special Needs Advisory Committee, on Teams, at 19:15 hours

**Absent with regrets:**

- Jennifer Largan, Commissioner representing Parents at Large
- Dianne Eastwood, Electoral Division #7

**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
- Luisa Benvenuti, Manager, Administrative Services
- Collin Thomas, NFAA Representative
- Members of the public

**Call to Order & Opening Remarks**

The Chair opened the meeting at 19:10 hours, following special meetings of the Operations and Human Resources Standing Committees. Many are just back from the March Break. An update on the MRC Haut St-Laurent was provided; we have received a letter, but it does not provide any solutions. We will write back requesting an in-person meeting. The QESBA Executive Director, Russell Copeman, has announced his retirement at the end of this school year. Premier Legault's recent interview caused much concern when he announced that directors general in the service centres would be appointed by the government.

**Recognition Statement**

Commissioner B. Ednie 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**

There were no declarations made relative to tonight's agenda items.

**Adoption of the Agenda**

The agenda was approved, as presented, on a motion by Commissioner L. Chouinard.

**MOTION CARRIED** unanimously.

**Waiver – Reading of the Minutes of 2023-02-07**

The reading of the minutes of the regular meeting of 2023-02-07 was waived on a motion by Commissioner L. Chouinard.

**MOTION CARRIED** unanimously

### **Adoption of the Minutes of 2023-02-07**

It was moved by Commissioner L. Chouinard that the minutes of the meeting of 2023-02-07 be adopted as presented.

**MOTION CARRIED** unanimously

### **Public Question Period**

Two parents of those impacted by the MRC Haut-St-Laurent's decision to not allow students on their bus were present. Their questions were: is there a willingness from the MRC to work with us? There does not seem to be a willingness on their part. Could we help EXO regain service access to Ormstown? This is an avenue the parents could explore.

### **Resolution #CC23-03-14-001**

#### **Major School Change – Rescinding of Resolution #CC23-01-24-003**

Whereas, at a special meeting of January 24, 2023, the Council of Commissioners passed Resolution #CC23-01-24-003 - Chateauguay Elementary Schools, which reads:

*Whereas Policy FCB “Major School Change” was enacted on January 11, 2022; and whereas meetings of the Council of the Whole have taken place over the course of the past year; and whereas these meetings have provided commissioners an opportunity to explore different scenarios, have important discussions, and launch two public consultations; and whereas the public has provided important feedback which has been taken into consideration;*

*Therefore, it was moved by Commissioner P. Stuckey, seconded by Commissioner L. Chouinard, that the New Frontiers School Board authorize the Director General to request of the Ministry of Education authorization and funding to build a new elementary school to alleviate the overcrowding situation in the Chateauguay elementary schools.*

*MOTION CARRIED by majority vote, with 6 voting in favour, and 5 voting against; and*

Whereas, since then, additional information was provided to commissioners at a session held on March 2, 2023; and whereas, at the aforementioned information session the Director General informed commissioners that he has been told that there is no land readily available in the area to build a new school; and whereas, the Director General has been further informed that it may take at least five years to authorize and build a new elementary school;

Therefore it was moved by Commissioner P. Stuckey that the Council of Commissioners rescind Resolution #CC01-24-003 - Chateauguay Elementary Schools.

**MOTION CARRIED** unanimously

### **Resolution #CC23-03-14-002**

#### **Major School Change – Chateauguay Elementary Schools**

Whereas Policy FCB “Major School Change” was enacted on January 11, 2022; and whereas meetings of the Council of the Whole have taken place over the course of the past year; and whereas these meetings have provided commissioners an opportunity to explore different scenarios, have important discussions, and launch two public consultations; and whereas the public has provided important feedback which has been taken into consideration;

Therefore, it was moved by Vice-Chair R. Ledoux that the New Frontiers School Board authorize the Director General to request of the Ministry of Education authorization and funding to expand at Harmony Elementary School in Chateauguay.

**MOTION CARRIED** unanimously

### **Resolution #CC23-03-14-003**

#### **November 2024 School Elections – Additional Wards Request**

Whereas School Elections are slated to take place in November 2024; and whereas preparation for said elections begins 20 months before that; and whereas one of the first items in the elections process is the determination of the number of electoral divisions; and whereas, as per Art. 6 of the Act Respecting School Elections, school boards with fewer than 30,000 electors are entitled to eight electoral divisions; and whereas the New Frontiers School Board's recently updated electoral list includes just over 10,000 electors and would therefore allow for only eight divisions; and whereas for the past several years NFSB has requested – and been granted – two additional electoral divisions which has served its communities well;

Therefore it was moved by Commissioner B. Ednie that the Council of Commissioners send a letter to Minister Bernard Drainville, in accordance with Art. 7 of the Act Respecting School Elections, requesting that the New Frontiers School Board be granted two additional electoral divisions, for a total of 10, for the upcoming School Elections of November 2024.

**MOTION CARRIED** unanimously

### **Resolution #CC23-03-14-004**

#### **Director General's Letter of Resignation**

Whereas the Chair of the Council of Commissioners has received a letter from Mr Rob Buttars, in which he is informing the School Board of his intention to resign, for retirement purposes, as Director General of the New Frontiers School Board; and whereas Mr Buttars has indicated his last day of work will be July 14, 2023; and whereas Mr Buttars has further indicated that his departure date is flexible should it be determined that his services are required during the transition period;

Therefore, it was moved by Commissioner P. Stuckey that the Council of Commissioners of the New Frontiers School Board accept Mr Buttars' letter of resignation for retirement purposes, with his last day of work being July 14, 2023.

**MOTION CARRIED** unanimously

#### **Into Committee**

On a motion by Commissioner L. Chouinard, the meeting was moved "into committee" at 20:05 hours to discuss the Director General Selection Process.

**MOTION CARRIED** unanimously

#### **Out of Committee**

On a motion by Commissioner D. Wright, the meeting was moved "out of committee" at 20:25 hours.

**MOTION CARRIED** unanimously

### **Resolution #CC23-03-14-005**

#### **Director General Selection Process**

Whereas, Mr Rob Buttars, Director General, has submitted his letter of resignation for retirement purposes; and whereas the Council of Commissioners, acting in full, has completed its deliberations;

Therefore, it was moved by Commissioner P. Stuckey that Mr Mike Helm be appointed as Director General of the New Frontiers School Board as of June 1, 2023; and that Mr Helm be granted all benefits as provided for in the "*Regulation Respecting the Conditions of Employment of Senior Executives of School Boards*" adopted by the Minister of Education, including all subsequent amendments, and the "*Local Administrators' Policy*"; and that the Chair of the School Board and the Chair of the Human Resources Standing Committee be authorized to sign the Letter of Agreement for Mr Mike Helm as Director General, as of June 1, 2023.

**MOTION CARRIED** unanimously

#### **Executive Committee Report**

The Chair provided an update on the meeting of February 14, 2023, which included the following topics: QESBA updates, Major School Change, the Three-Year Plan, including a new vocational education designation for the high schools, a review of By-Law BEC "Executive Committee", and a discussion regarding the selection of a new director general.

#### **Director General's Report**

The Director General provided updates from the standing committee meetings of February 21, 2023; the report will be placed in the Governance folder.

### **Resolution #CC23-03-14-006**

#### **Authorization – ITI Solutions**

Whereas the New Frontiers School Board (NFSB) has the requirement to migrate on-premises servers to the cloud by 2025 as indicated in *Ministère de la Cybersecurité et du Numérique* (MCN) Decree 596-2020; and whereas the MCN has identified a list of suppliers who meet the Ministry's criteria; and whereas the MCN-identified suppliers are listed on the *Centre Acquisition Gouvernemental* (CAG) website; and whereas Information Technology Services has evaluated the offer from a number of suppliers; and whereas Information Technology Services has determined that *ITI Solutions* has the most advantageous offer; and whereas the contract would be in place for three years and will begin in 2023; and whereas the contract would be ending in 2026, and have the possibility of an annual renewal; and whereas the anticipated total three-year cost for the tender of network equipment is estimated at more than \$185,000 plus taxes 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 *ITI Solutions* for the hosting of our cloud-based servers; 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

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**Resolution #CC23-03-14-007**

**Authorization – Health & Nursing Assistance Program**

Whereas the Continuing Education Department of the New Frontiers School Board would like to submit a request for a permanent authorisation from the Ministry of Education to offer the Health Assistance and Nursing course #5825 – Diploma of Vocational Studies (DVS) at the Chateauguay Valley Career Education Centre in Ormstown, Québec; and whereas the request must be accompanied by a resolution from the Council of Commissioners;

Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Commissioner K. Van Droffelaar that the Continuing Education Department of the New Frontiers School Board move forward with their request for a permanent authorisation to offer the Health Assistance and Nursing course #5825 – DVS at the Chateauguay Valley Career Education Centre in Ormstown, Québec.

**MOTION CARRIED** unanimously

**Resolution #CC23-03-14-008**

**Youth Sector Calendar 2023-2024**

Whereas consultation on the establishment of the 2023-2024 school calendar for the youth sector has been completed; and whereas negotiations have been concluded with the Chateauguay Valley Teachers' Association; and whereas the proposed calendar provides for two hundred (200) working days for teachers, commencing on August 25, 2023 and ending on June 28, 2024; and whereas the proposed calendar provides for a Christmas break to extend from December 25, 2023, to January 5, 2024, inclusively; and whereas the proposed calendar provides for a "March Break" to extend from March 4 to March 8, 2024, inclusively; and whereas the proposed calendar provides for a non-working pedagogical day for teachers on May 17, 2024;

Therefore, on the recommendation of the Human Resources Committee, it was moved by Commissioner B. Ednie that the Council of Commissioners approve the 2023-2024 school calendar for the youth sector, as presented.

**MOTION CARRIED** unanimously

**Resolution #CC23-03-14-009**

**Authorization - Quebec Reciprocal School Insurance Union (Cooperative)**

Whereas there have been significant increases in the premiums for private insurers for liability insurance coverage over the last five years; and whereas the conclusions of the actuarial feasibility study of a grouping of 64 school service centers and school boards (including 7 English school boards) demonstrating the feasibility and viability of self-managed insurance in the form of a reciprocal cooperative (hereinafter: the cooperative) provided for in the *Act respecting insurers* (RLRQ, c. A-32.1); and whereas actuarial analyses show that the viability of the cooperative is based on a commitment from members for an initial period of five years; and whereas that participation in the reciprocal cooperative constitutes a level of protection equivalent and sometimes superior to that of the private market; and whereas the premiums to be expected over the five-year period will be equivalent or less, estimating the increases to be expected from private insurers, and that the cooperative will thus have accumulated an important reserve fund for its sustainability; and whereas each member of the cooperative shall designate a representative from among the managers and non-managers of its organization to represent it; whereas the draft agreement has been reviewed by the Operations Standing Committee;

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner K. Crockett that the Council of Commissioners authorize this motion to join the reciprocal cooperative for the period from July 1, 2023 to June 30, 2028, and permit the Director General or, in his absence, the Assistant Director General, to sign the membership agreement for and on behalf of the New Frontiers School Board and take all necessary measures to give full effect thereto; and that Terence Savoie be designated as the representative of the New Frontiers School Board.

**MOTION CARRIED** by majority vote,  
with one abstention – Commissioner C. Saucier, due to a conflict of interest.

**Resolution #CC23-03-14-010**

**Objectives, Principles & Procedures for the Allocation of Resources to Schools & Centres**

Whereas the New Frontiers School Board's policy Objectives, Principles & Procedures for the Allocation of Resources to Schools & Centres of the New Frontiers School Board addresses the allocation of budget funds for our schools and centres; and whereas this policy was identified for review by the Operations Standing Committee at their meeting of 2023-01-17; and whereas this policy has gone through a formal consultation process;

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner K. Crockett that the policy Objectives, Principles & Procedures for the Allocation of Resources to Schools & Centres of the New Frontiers School Board be adopted as presented for 2023-2024; and that this policy be put into effect as of this date.

**MOTION CARRIED** unanimously

### **Educational Services Standing Committee**

Commissioner K. Van Droffelaar, Chair, reported on the meeting of February 21, 2023, where several items were covered, including the hiring of Sheryl Ross as a School Climate Consultant, This Just In, school survey results, common formative assessments, report cards, GMAA Wrestling hosted by HSB, Just Gumboots, Health Fair at Harmony, and volleyball tournament where Nova won first place.

### **Human Resources Standing Committee**

Commissioner B. Ednie, Chair, reported on the meeting of February 21, 2023, where school calendars and staff appreciation activities were reviewed, the long-term service banquet was discussed, Policy GBGB is being worked on, and administrative staffing updates were provided.

### **Resolution #CC23-03-14-011**

#### **Motion to Extend**

It was moved by the Vice-Chair, R. Ledoux, at 21:07 hours, that the meeting be extended as it was passed the normal two-hour meeting duration.

**MOTION CARRIED** unanimously

### **Operations Standing Committee**

Commissioner K. Crockett, Chair, reported on the meeting of February 21, 2023, where the following topics were discussed: asbestos registry and accounting process, policy reviews as identified by the Law 64 Committee, and reports from both the Departments of Finance and Material Resources.

### **Parents' Committee Report**

With the absence of Commissioner J. Largan, Mr. Helm reported on the meeting of February 23, 2023 where they consulted on the school calendar, Allocation of Resources, and the Three-Year Plan. They also reviewed their Thought Exchange survey results, Major School Change, and held a discussion regarding snow days

### **Special Needs Advisory Committee**

Commissioner B. Bourdeau reported on the SNAC meeting of February 22, 2023 where a guest speaker addressed the topic of sexual education for neurodiverse students, including boundaries, consent, and awareness, etc.

### **Professional Relations Committee / New Frontiers Administrators' Association**

Chair J. Ryan reported on the meeting of February 20, 2023, that included discussions regarding the absence management system, the first day back for administrators for the new school year being Monday, August 21, 2023, and the Selection Criteria for the Director General.

### **New Business**

There was no new business to discuss.

### **List of Disbursements**

Commissioners were provided with the list of disbursements for the months of February 2023:

<b>Cheque #</b>	<b>Date</b>	<b>Paid to</b>	<b>Amount</b>
222784	2/28/2023	BARAGAR ENTERPRISES LTD	11,943.75
222794	2/28/2023	COMPRESSEURS QUEBEC	21,972.87
222795	2/28/2023	CONSTRUCTIONS J. BOULAIS INC.	68,296.39
222820	2/28/2023	INSO - MONTREAL	10,816.85
222835	2/28/2023	MASSICOTTE DIGNARD TAILLEFER PATENAUDE	39,714.15
222846	2/28/2023	PLANEKO INC	11,497.50
222856	2/28/2023	REFRIGERATION INTER-RIVE INC.	11,801.72
222860	2/28/2023	ROMCOBAT BATIMENTS INC	47,649.09
222863	2/28/2023	SAVARD ARCHITECTE	44,231.12
222879	2/28/2023	TRADE WEST EQUIPMENT LTD.	10,467.45
222919	2/28/2023	J. DAGENAI ARCHITECTE	48,145.79
222981	2/28/2023	PRIEST	59,039.66
222982	2/28/2023	SERVICE DE CONSULTATION DE VALLEYFIELD INC.	57,377.13
222984	2/28/2023	GUUSTO GIFTS INC.	10,320.00
222985	2/28/2023	PLOMBERIE NOEL FREDETTE INC	53,580.65



222986	2/28/2023	9072-0103 QUEBEC INC.	25,783.31
222987	2/28/2023	AUTOBUS DUFRESNE INC.	18,810.99
222988	2/28/2023	AUTOBUS RACINE LTEE	10,428.86
222989	2/28/2023	AUTOBUS ROLAND LEDUC INC.	123,514.67
222992	2/28/2023	RO-BUS INC.	78,517.61
222993	2/28/2023	TRANSPORT P.M.D. BRAULT INC.	22,261.07
222994	2/28/2023	CONSTRUCTIONS B. MARTEL INC.	108,996.73
222996	2/28/2023	PAVAGES ULTRA INC.(LES)	36,589.37
223046	2/16/2023	PATRICK MORIN - 19	11,131.27
223074	2/28/2023	ACIER VULCAN INC	21,401.23
223082	2/28/2023	BOHAM GAZ INC.	23,461.50
223102	2/28/2023	ECOLE PETER HALL SCHOOL INC.	43,654.91
223111	2/28/2023	GIANT STEPS SCHOOL	10,134.83
223122	2/28/2023	LES ENTREPRISES MCCLINTOCK	21,653.62
223140	2/28/2023	NSW CONTROLE INC.	10,385.39
223146	2/28/2023	PAVAGES ULTRA INC.(LES)	36,025.51
223149	2/28/2023	PIERRE DIGNARD, ARCHTECTE 9361-1945 QUEBEC INC	32,901.25
223150	2/28/2023	PLANEKO INC	14,256.91
223153	2/28/2023	QUEBEC ENGLISH SCHOOL BOARD ASSOCIATION	10,000.00
223172	2/28/2023	SUMMIT SCHOOL	48,190.75
223195	2/28/2023	SERVICE DE CONSULTATION DE VALLEYFIELD INC.	20,024.05
223196	2/28/2023	CONSTRUCTIONS VALRIVE	54,178.73
223199	2/24/2023	MINISTRE DES FINANCE DU QUEBEC	12,617.93
223200	2/28/2023	AUTOBUS DUFRESNE INC.	60,675.13
223201	2/28/2023	9072-0103 QUEBEC INC.	25,783.29
223202	2/28/2023	AUTOBUS RACINE LTEE	10,428.85
223203	2/28/2023	AUTOBUS ROLAND LEDUC INC.	125,311.81
223206	2/28/2023	RO-BUS INC.	85,910.49
223207	2/28/2023	TRANSPORT P.M.D. BRAULT INC.	22,697.46
223349	2/28/2023	HYDRO QUEBEC	51,694.36
223351	2/28/2023	HYDRO QUEBEC	10,342.61
223356	2/28/2023	HYDRO QUEBEC	13,244.17
223363	2/28/2023	GAZ METRO	32,812.41
223366	2/28/2023	SERVICES DE CARTES DESJARDINS	11,826.59

### Correspondence

There was no correspondence to discuss.

### Unfinished Business / Business Arising / General Order

There was none to take care of.

### Second Public Question Period

No members of the public were remaining.

### Adjournment

There being no further business, the meeting was closed at 21:23 hours on a motion by Commissioner L. Chouinard.

**MOTION CARRIED** unanimously.

John Ryan  
Chair

Mike Helm  
Secretary General