



Minutes of proceedings of a regular meeting of the Council of Commissioners of the New Frontiers School Board

held in the Library at Howard S. Billings Regional High School, 210 McLeod, Chateauguy, Quebec, on **Tuesday, September 2, 2025**, 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
- Karin Van Droffelaar, Electoral Division #2
- Lina Chouinard, Electoral Division #3
- Kenneth Crockett, Electoral Division #4
- Cristian Espinosa-Fuentes, Electoral Division #5
- Anne-Marie Yelle, Electoral Division #6
- Dianne Eastwood, Electoral Division #7
- Peter Stuckey, Electoral Division #8
- Barbara Ednie, Electoral Division #9
- Connor Stacey, Electoral Division #10
- Brenda Bourdeau, Commissioner representing the Special Needs Advisory Committee
- Lorne Ferguson, Commissioner representing Parents, Elementary Level
- Kenneth Bernard, Commissioner representing Parents, Secondary Level
- Jennifer Largan, Commissioner representing Parents at Large

Also in attendance:

- Mike Helm, Director General
- Joyce Donohue, Assistant Director General & Secretary General
- Kara Johnstone, Director of Educational Services, NFAA Representative
- Chantal Martin, Director of Continuing Education
- Cuthbert McIntyre, Director of Human Resources
- Anton Ryan, Director of Systems & Information Technology
- Terence Savoie, Director of Finance & Material Resources
- Luisa Benvenuti, Manager of Administrative & Communication Services
- Bonnie Gilmour, President, Union SEPB 576, via Teams

Call to Order & Opening Remarks

The Chair opened this 361st meeting at 19:03 hours and welcomed members to the start of a new school year, recognizing Mr. A. Ryan's first Council meeting as a director, Ms. K. Johnstone's first Council meeting as the Director of Educational Services, and Mr. T. Savoie's first Council meeting as the Director of the newly formed department of Finance & Material Resources.

Recognition Statement by Commissioner Anne-Marie Yelle

I respectfully acknowledge that we are gathered on the traditional lands of the Indigenous people, who have cared for and sustained this land for generations. I hold deep appreciation for this heritage, as it reminds me of the strength, resilience, and wisdom we are fortunate to inherit. Today we give thanks not only for the land itself but also for the enduring contributions and stewardship of Indigenous communities that allow us to live and thrive here.

Declaration of Conflict

There were no declarations of conflict made relative to the agenda items.

Adoption of the Agenda

The agenda was adopted as presented on a motion by Commissioner J. Largan.

MOTION CARRIED unanimously.

Waiver – Reading of the Minutes of 2025-06-25, 2025-07-08 and 2025-08-14

The reading of the minutes of the regular meeting of 2025-06-25 and the special meetings of 2025-07-08 and 2025-08-14 was waived on a motion by Commissioner B. Ednie.

MOTION CARRIED unanimously.

Adoption of the Minutes of 2025-06-25, 2025-07-08 and 2025-08-14

It was moved by Commissioner L. Ferguson that the minutes of the regular meeting of 2025-06-25 be adopted as presented.

MOTION CARRIED unanimously.

It was moved by Commissioner D. Eastwood that the minutes of the special meeting of 2025-07-08 be adopted as presented.

MOTION CARRIED unanimously.

It was moved by Commissioner L. Chouinard that the minutes of the special meeting of 2025-08-14 be adopted as presented.

MOTION CARRIED by majority vote,
with one abstention, Vice-Chair R. Ledoux.

Public Question Period

There were no questions from members of the public.

Co-opted Commissioners

In accordance with sections 143 and 143.1 of the Education Act, and following discussion, it was agreed there was no need to co-opt commissioners during the 2025-26 school year.

Resolution #CC25-09-02-001

Formation of Governance & Ethics Committee

Whereas the Council of Commissioners has established a Governance & Ethics Committee; and whereas the Governance & Ethics Committee is composed of five commissioners, selected annually, to include the Chair of the Council of Commissioners, one commissioner representing parents, and one commissioner representative from each of the three standing committees; and whereas, at their meetings of August 19, 2025, each standing committee selected their member; and whereas the member representing the Parents' Committee will be named by the Parents' Committee at a later date;

Therefore, it was moved by Commissioner B. Ednie that the following commissioners be appointed to the New Frontiers School Board Governance & Ethics Committee for the 2025-26 school year: John Ryan, Chair; Connor Stacey, representing Educational Services; Barbara Ednie, representing Human Resources; Anne-Marie Yelle, representing Operations; and that the Secretary General serve as a resource to the Governance & Ethics Committee; and that the Director General participate as an ex-officio member.

MOTION CARRIED unanimously.

Chair's Report

The Chair presented his report, which will be available in the Governance folder. The following topics were included: meetings with local Members of the National Assembly, articles from The Gleaner, professional development offered by the QESBA, membership of the standing committees, upcoming meeting dates, and student stories.

Executive Committee Report

The Executive Committee will meet on October 14, 2025, at 16:30 hours on Teams.

Resolution #CC25-09-02-002

Naming of Complaints Officer

Whereas By-Law JCEA identifies a "Complaints Officer" who is designated by the School Board; and whereas Article 24 of "An Act Respecting the National Student Ombudsman" ch. P-32.01 also identifies that an employee be designated by the Council of Commissioners as the "*Responsable du traitement des plaintes*" (RTP); and whereas Ms. Luisa Benvenuti has been serving in this capacity since July 17, 2025, until a longer-term designate could be identified;

Therefore, on the recommendation of the Director General, it was moved by Commissioner L. Ferguson that the Council of Commissioners designate Christopher Blouin as the "Complaints Officer" (*Responsable du traitement des plaintes*) for the New Frontiers School Board, effective September 3, 2025.

MOTION CARRIED unanimously.

Resolution #CC25-09-02-003

Naming of Officer Responsible for the Management of Ethics and Integrity

Whereas all the provisions of Bill 53 (the Act to enact the Act respecting protection against reprisals related to the disclosure of wrongdoings and to amend other legislative provisions (SQ 2024, c.21)) came into effect on November 30, 2024; and whereas public organizations had to take certain actions by November 30, 2024, including repealing existing internal procedures with respect to the disclosure of wrongdoings and the abolishment of the position of Disclosure Officer and naming an Officer Responsible for the Management of Ethics and Integrity; and whereas Me Joyce Donohue has been serving in this capacity since July 17, 2025, until a longer-term designate could be identified; Therefore, on the recommendation of the Director General, it was moved by Commissioner C. Espinosa-Fuentes that the Council of Commissioners designate Christopher Blouin as the “Officer Responsible for the Management of Ethics and Integrity” (*Responsable de la gestion de l'éthique et de l'intégrité*) for the New Frontiers School Board, effective September 3, 2025.

MOTION CARRIED unanimously.

Director General's Report

The Director General presented his report, which will be available in the Governance folder. The following topics were included: a review of the budget restrictions, a list of policies under review this year, enrolment figures from early August, the commissioner photo wall, administrative staffing assignments, highlights from the various standing committee meetings, including the Director General's Priorities, and the Early Childhood Educators' seminar that took place in August.

Resolution #CC25-09-02-004

Repeal of Policy IKAA “Evaluation of Student Learning & Promotion – Continuing Education”

Whereas the Administrative Council has undertaken a review of existing policies of the New Frontiers School Board; and whereas Policy IKAA “Evaluation of Student Learning & Promotion – Continuing Education” has been identified for repeal since a policy on the evaluation of learning is in place at the level of the Ministry of Education (MEQ), and applies to all school boards and service centres; and whereas our community would be better served by avoiding duplication and referencing only the comprehensive MEQ policy; Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Vice-Chair R. Ledoux that the Council of Commissioners approves the repeal of New Frontiers School Board Policy IKAA “Evaluation of Student Learning & Promotion – Continuing Education”.

MOTION CARRIED unanimously.

Resolution #CC25-09-02-005

Adoption of Revised Policy FK “Community Use of School Board Facilities”

Whereas on January 22, 2025, the Director General identified Policy FK “Community Use of School Board Facilities” for review; and whereas the Director General assigned the review of this policy to the Educational Services Standing Committee; and whereas the revised Policy FK underwent a formal consultation process; Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Vice-Chair R. Ledoux that Policy FK “Community Use of School Board Facilities” be adopted as presented.

MOTION CARRIED unanimously.

Standing Committee Reports from the Meetings of August 19, 2025

Educational Services: The Chair, Vice-Chair R. Ledoux, reported on the following items discussed at the meeting: review of policies to be revised this year, setting of committee priority, commissioner tours, activities from the CLC team.

Human Resources: The Chair, Commissioner B. Ednie, reported on the following items discussed at the meeting: review of policies to be revised this year, the mandate and priority of the committee, various leaves and retirements, the Director General's Priorities and Performance Plan.

Operations: The Chair, Commissioner P. Stuckey, reported on the following items discussed at the meeting: review of policies to be revised this year, and updates on systems, budgets, and summer projects.

Parents' Committee Report

The Chair, Commissioner J. Largan, shared that a letter was sent to all youth sector families explaining what the Parents' Committee is and does. The NFSB Parents' Committee Facebook page has been re-launched, first aid training will be offered soon, and the first meeting of the Parents' Committee is scheduled for October 16, 2025.

Special Needs Advisory Committee Report

Commissioner B. Bourdeau reported that the committee has not yet met, but a meeting has taken place with the NFSB Communications Consultant to look at ways to promote SNAC. SNAC will be promoted at as many Annual General Meetings as possible to demystify this committee to families.

New Business

There was no new business to discuss.

List of Disbursements

Commissioners were provided with the list of disbursements for the months of June, July and August 2025:

Chq Nbr	Chq Date	Paid To	Amount
250101	2025-07-31	CROISIERES AML	11 376,30
250116	2025-07-31	GROUPE MECAPLUS INC.	20 383,41
250120	2025-07-31	INSO - MONTREAL	88 177,78
250154	2025-07-31	SERRURIER HAVELOCK ENR.	10 024,24
250202	2025-07-17	LAGACE ELECTRIQUE INC.	31 181,23
250214	2025-07-31	PIECES D'AUTO SUPER	15 327,09
250224	2025-07-31	EXPLOJEUX/EVERBLAST	20 426,77
250254	2025-07-31	AVOCATS LE CORRE & ASSOCIES, S.E.N.C.R.L. (LES)	15 281,45
250273	2025-07-31	CONSTRUCTIONS B. MARTEL INC.	194 494,15
250276	2025-07-31	CSS LA VALLEE-DES-TISSERANDS	10 398,14
250282	2025-07-31	DXP POSTEXPERTS INC	14 330,68
250287	2025-07-31	ENTREPRISES JSR (LES)	11 497,50
250297	2025-07-31	GROUPE MECAPLUS INC.	22 455,36
250313	2025-07-31	MULTI JEUX MARLIN	47 825,00
250314	2025-07-31	NEVE REFRIGERATION INC.	129 384,70
250323	2025-07-31	PLOMBERIE NOEL FREDETTE INC	40 347,54
250328	2025-07-31	QUEBEC ENGLISH SCHOOL BOARD ASSOCIATION	41 454,00
250334	2025-07-31	RISQ INC.	38 952,38
250335	2025-07-31	ROMCOBAT BATIMENTS INC	243 219,69
250354	2025-07-31	WOOD WYANT CANADA INC.	12 258,32
250358	2025-07-31	COPICOM INC	27 150,64
250398	2025-08-07	ELECTUDE INTERNATIONAL B.V.	10 462,73
250402	2025-08-07	G.M. FOURNIER INC.	16 390,07
250405	2025-08-07	GROUPE LAUDIE	10 067,21
250418	2025-08-07	MATERIAUX PONT MASSON INC.	11 108,50
250438	2025-08-07	SERVICE INFORMATIQUE D.L. INC.	11 186,84
250465	2025-08-07	SHERWEB INC.	12 385,02
250568	2025-07-31	SERVICES DE CARTES DESJARDINS	31 206,71
250576	2025-08-28	AUVITEC LTEE	15 938,29
250623	2025-08-28	GROUPE GESFOR POIRIER PINCHIN INC.,LE	39 368,88
250624	2025-08-28	GROUPE ICLASS CANADA	21 638,60
250631	2025-08-28	LES ENTREPRISES MCCLINTOCK	13 329,31
250645	2025-08-28	PAVAGES ULTRA INC.(LES)	16 037,86
250659	2025-08-28	SCOLAGO INNOVATION INC	11 180,96
250665	2025-08-28	STANDARD FIRE SAFETY INTERNATIONAL INC.	20 083,30
250675	2025-08-28	9072-0103 QUEBEC INC.	27 088,11
250676	2025-08-28	AUTOBUS GMR VINCENT INC.	40 816,13
250677	2025-08-28	AUTOBUS RACINE LTEE	23 454,90
250678	2025-08-28	AUTOBUS ROLAND LEDUC INC.	222 466,78
250679	2025-08-28	AUTOBUS TRANSCO (1988) INC.	25 581,94
250680	2025-08-28	AUTOBUS VENISE LTEE	30 583,35
250681	2025-08-28	CIE TRANSBUS (1986) INC.	31 618,13
250682	2025-08-28	MOR TRANSPORT INC.	10 922,63
250683	2025-08-28	RO-BUS INC.	196 377,30

Correspondence

There was no correspondence received.

Unfinished Business / Business Arising / General Order

There were no items to discuss.

Second Public Question Period

There were no questions from members of the public.

Adjournment

There being no further business, the meeting was closed at 20:08 hours on a motion by Commissioner L. Chouinard.

MOTION CARRIED unanimously.

John Ryan
Chair

Joyce Donohue
Secretary General