



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, February 3, 2026**, 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, via Teams, arrived at 19:31 hours
- Kenneth Crockett, Electoral Division #4
- Anne-Marie Yelle, Electoral Division #6
- Dianne Eastwood, Electoral Division #7, via CVR satellite site
- Peter Stuckey, Electoral Division #8, via Teams
- Barbara Ednie, Electoral Division #9, via CVR satellite site
- 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

Absent:

- Karin Van Droffelaar, Electoral Division #2, with regrets
- Cristian Espinosa-Fuentes, Electoral Division #5, with regrets
- Jennifer Largan, Commissioner representing Parents at Large, with regrets

Also in attendance:

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

Call to Order & Opening Remarks

The Chair opened this 366th meeting at 19:01 hours and welcomed members, acknowledging the presence of Ms. B. Gilmour and Mr. S. Payne.

Recognition Statement by Commissioner Barbara Ednie

I would like to acknowledge that we are meeting tonight on the unceded territory of the Mohawk people. This land and the heritage of its people are part of who we are: our past, our current and our future. We have much to learn from those whose values regarding nature reflect gratitude, sustainability and stewardship. Many of our schools have established outdoor classrooms to foster in our students a commitment to the environment and give our students opportunity to benefit and learn from nature. As a lover of the great outdoors, I am grateful for where we live and happy to support these worthwhile initiatives.

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 L. Ferguson.

MOTION CARRIED unanimously.

Waiver – Reading of the Minutes of 2025-12-02

The reading of the minutes of the regular meeting of 2025-12-02 was waived on a motion by Vice-Chair R. Ledoux.

MOTION CARRIED unanimously.

Adoption of the Minutes of 2025-12-02

It was moved by Commissioner C. Stacey that the minutes of the regular meeting of 2025-12-02 be adopted as presented.

MOTION CARRIED unanimously.

Public Question Period

There were no questions from members of the public.

Resolution #CC26-02-03-001

Spring Conference 2026 – Commissioner Attendance

Whereas several commissioners have expressed interest in attending the 2026 AAESQ/QESBA Spring Conference; and whereas the Council of Commissioners decides the mechanism to determine commissioner attendance; and whereas, in order for a decision to be taken in a timely fashion, the Executive Committee should be delegated the authority to decide on Spring Conference 2026;

Therefore, on a motion by Commissioner L. Ferguson, the Council of Commissioners delegated its authority to the Executive Committee to authorize the number and list of attendees.

MOTION CARRIED unanimously.

Chair’s Report

The Chair presented his report, which will be emailed to all employees and made available in the Governance folder. The following topics were included: congratulations to Lynn Harper as a MusiCounts Award nominee, and to Sarah Rennie, a reporter for The Gleaner, who was recognized at the National Assembly; various student stories; the development of a Cultural Centre in Kahnawake; the re-retirement of Bev Tannahill; ArtsFest 2026; and upcoming meetings and events.

Executive Committee Report

The Chair provided a summary of the regular Executive Committee meeting which took place on December 9, 2025. The following topics were discussed: updates on various Bills; QESBA update; Major School Change update; and Minister Sonia LeBel’s visit to Montérégie and her request to meet with directors general of the region.

Director General’s Report

The Director General presented his report, which will be emailed to all employees and made available in the Governance folder. The following topics were included: a thank-you to all NFSB employees during Staff Appreciation Week; the semi-annual report regarding inquiries; a field trip to Ontario; policies being worked on; Bus Safety Week; technology projects; summer renovation budget; and various student and staff stories.

Resolution #CC26-02-03-002

Transportation Contract – Berline 500

Whereas, at their meeting of January 20, 2026, the Transportation Advisory Committee discussed the signing of a contract for a “Berline” (minivan) for the transportation of students attending the Jewish Day Program and Angrignon School in Montreal; and whereas, at their meeting of January 20, 2026, the Educational Services Standing Committee discussed this same contract proposal; and whereas this would be a three-year contract for the remainder of this school year (2025-26), and the 2026-27 and 2027-28 school years; and whereas it is beneficial to provide these services to meet the needs of our students;

Therefore, on the recommendation of the Educational Services Standing Committee, and with the support of the Transportation Advisory Committee, it was moved by Vice-Chair R. Ledoux that the New Frontiers School Board enter into a three-year contract for the services of a “Berline” (minivan) to transport students to the Jewish Day Program and Angrignon School; and that the following bus route be contracted to provide said transportation services for the remainder of the 2025-26, 2026-27, and 2027-28 school years:

Three-Year Berline				
Contractor	Vehicle #	Vehicle Type	Area Served	Annual Base Price (without tax)
Transbus	500	Berline	Jewish Day Program, Angrignon School (Montreal)	\$58,000

MOTION CARRIED unanimously.

Resolution #CC26-02-03-003

Recommendation for Permanence – Administrator on Probation

Whereas Caroline Bouchard will be completing her probationary period as an administrator, currently working as the Principal at Howick Elementary School; and whereas Caroline Bouchard has been evaluated during this period and has received a positive recommendation from the Director of Educational Services, Kara Johnstone;

Therefore, on the recommendation of the Human Resources Standing Committee, it was moved by Commissioner B. Ednie that Caroline Bouchard be confirmed as a permanent administrator with the New Frontiers School Board as of February 4, 2026.

MOTION CARRIED unanimously.

2026-2027 & 2027-2028 School Calendars – Youth Sector

Commissioner B. Ednie informed members that this item will be tabled to the April meeting of the Council of Commissioners, as an agreement with the CVTA has not been reached.

Resolution #CC26-02-03-004

Long-Term Service Banquet – Exception to Policy GBL

Whereas Policy GBL is currently under review; and whereas in 2023 a modified Recognition Event took place due to the extensive number of honourees; and whereas the new modified format of the Recognition Event was appreciated by many, reproduced in 2024 and 2025, and supported by the Human Resources Standing Committee; and whereas the Human Resources Standing Committee further supports the same type of format for the 2026 Recognition Event;

Therefore, it was moved by Commissioner B. Ednie that an exception to Policy GBL be granted to allow for the 2026 Recognition Event to take place.

MOTION CARRIED unanimously.

Resolution #CC26-02-03-005

Extracurricular Activities Celebration – Exception to Policy GBCB

Whereas a Recognition Event for employees who contributed to extracurricular activities during the 2024-2025 school year was not held; and whereas, given current financial restrictions and human resource limitations, it would be difficult to justify and organize a Recognition Event during the 2025-2026 school year; and whereas the Human Resources Standing Committee would request an exemption to current Policy GBCB in terms of holding a Recognition Event in the 2025-2026 school year;

Therefore, it was moved by Commissioner B. Ednie that an exception to Policy GBCB be granted to not hold an ECA Recognition Event in the 2025-2026 school year.

MOTION CARRIED by majority vote,
with Commissioner A. Yelle voting against.

Resolution #CC26-02-03-006

Microsoft Licenses – Authorization to Renew for 2026-2027

Whereas the New Frontiers School Board (NFSB) makes use of the Microsoft software suite (Word, Excel, Teams, Outlook, etc.), which is software that meets the needs of public education in Quebec in terms of the requirements of the Ministry of Education for the security of information; and whereas these needs are currently met through the Microsoft A5 license; and whereas the licenses are available through the provincial supplier Softchoice, as selected by the *Centre d'acquisitions gouvernementales* (CAG); and whereas the cost of the software license is \$134.78 plus tax per user; and whereas the estimate for the NFSB is \$200,000 plus applicable taxes for the 2026-2027 school year; and whereas this amount exceeds the authority of the Director General as provided for in Policy DJ “Purchasing and Procurement”;

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner P. Stuckey that the Council of Commissioners authorize the renewal of Microsoft A5 licenses for the provision of critical operational and management software for the 2026-2027 school year, at an estimated cost of \$200,000 plus applicable taxes; and that the Director General, or in his absence, the Assistant Director General, be delegated to sign and give effect to such contract.

MOTION CARRIED unanimously.

Resolution #CC26-02-03-007

Play Structure – Hemmingford Elementary School

Whereas Hemmingford Elementary School has requested permission to build a play structure on the school property; and whereas preliminary plans and specifications documents were provided; and whereas Organizational Guide ECBC, “Procedures for the Installation, Relocation & Maintenance of Playground Equipment, or Other Exterior Installations”, is being followed; and whereas this project has been approved by the Hemmingford Governing Board; and whereas Hemmingford Elementary School has raised sufficient funds to cover the cost of the project; and whereas the request for the required permits will be issued; and whereas a professional contractor will be mandated to oversee the project; 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 approves the project to install a play structure as proposed by Hemmingford Elementary School.

MOTION CARRIED unanimously.

Resolution #CC26-02-03-008

Consultation on Revised By-Law BE “Board Meetings”

Whereas on October 14, 2025, the Executive Committee identified By-Law BE “Board Meetings” for review and assigned the review to the Governance and Ethics Committee; and whereas the Governance and Ethics Committee, at its meeting of December 1, 2025, revised By-Law BE “Board Meetings” and recommended that the Council of Commissioners proceed with a 30-day public notice as required by the Education Act and New Frontiers School Board policy; Therefore, on the recommendation of the Governance and Ethics Committee, it was moved by Commissioner B. Ednie that By-Law BE “Board Meetings” be sent for public notice and consultation.

MOTION CARRIED unanimously.

Resolution #CC26-02-03-009

Consultation on Revised By-Law BCAA “Code of Ethics and Professional Conduct for Commissioners”

Whereas on October 14, 2025, the Executive Committee identified By-Law BCAA “Code of Ethics and Professional Conduct for Commissioners” for review and assigned the review to the Governance and Ethics Committee; and whereas the Governance and Ethics Committee, at its meeting of December 1, 2025, revised By-Law BCAA “Code of Ethics and Professional Conduct for Commissioners” and recommended that the Council of Commissioners proceed with a 30-day public notice as required by the Education Act and New Frontiers School Board policy; Therefore, on the recommendation of the Governance and Ethics Committee, it was moved by Commissioner B. Ednie that By-Law BCAA “Code of Ethics and Professional Conduct for Commissioners” be sent for public notice and consultation.

MOTION CARRIED unanimously.

Standing Committee Reports from the Meetings of January 20, 2026

Educational Services: The Chair, Vice-Chair R. Ledoux, reported on the following items discussed at the meeting: no meeting to be held in February; the March 17 meeting to be held on Teams; policies under review; transportation update; kindergarten registration week; Schoolbeat to be used to support new social and emotional learning; review of current Continuing Education registrations; five-day orientation for new student cohorts by Auto Mechanics teachers; and purchase of new shuttle bus.

Human Resources: The Chair, Commissioner B. Ednie, reported on the following items discussed at the meeting: the March 17 HRSC meeting will be on Teams; review of policies; Staff Appreciation Week plans; Long-Term Service Recognition Event; and various staffing updates.

Operations: The Chair, Commissioner P. Stuckey, reported on the following items discussed at the meeting: review of policies, including the Objectives, Principles & Procedures for the Allocation of Resources to Schools & Centres; Teams Telephony; new Smart Interactive Display Boards installed at HSB; and MMB projects for the 2025-2026 budget, including modulars at Harmony Elementary School.

Parents’ Committee Report

Commissioner K. Bernard reported on the meeting of January 15, 2026, which was held on Teams. Topics included: 2026-2027 and 2027-2028 school calendars; transportation update; Governing Board and Parents’ Committee representative visibility; Parent Portal transition to Clic école; the shelter-in-place event that took place in December; Anti-Bullying and Anti-Violence; and school updates.

Special Needs Advisory Committee Report

Commissioner B. Bourdeau reported on the meeting of January 22, 2026, which took place on Teams. Topics included: the shelter-in-place event that took place in December; Anti-Bullying and Anti-Violence; and a presentation by Janet Schurman on dyslexia.

Governance & Ethics Committee Report

The Chair, Commissioner B. Ednie, reported on the meeting of January 26, 2026, which included the following topics: Council meeting location and technology needs; observations from recent meetings; December Council kit review data; results of December Council meeting Effectiveness Survey; updates on various Bills; update on by-laws under review; update on policies under review; and revised Netiquette Guidelines.

Departure from Meeting

At 20:45 hours, Commissioner K. Crockett left the meeting room during the Governance and Ethics report.

Transportation Advisory Committee Report

Commissioner C. Stacey reported on the meeting of January 20, 2026. Topics included: service breaks by our transporters and the fines being issued to them; a new Berline route for two schools in Montreal; bussing for Peter Hall School; and Bus Safety Week.

Return to Meeting

At 20:48 hours, Commissioner K. Crockett returned to the meeting room during the Transportation Advisory Committee report.

Audit Committee Report

Commissioner L. Chouinard reported on the meeting of January 22, 2026, which took place on Teams. Topics included: nomination of the Vice-Chair; review of the Objectives, Principles & Procedures for the Allocation of Resources to Schools & Centres of the New Frontiers School Board; review of Policy DJ; procurement report card 2024-2025; and the revised 2025-2026 budget.

Healthy Eating and Active Living Committee Report

Commissioner K. Bernard reported on the meeting of December 11, 2025, which took place on Teams. Topics included: continued work on healthy eating and well-being, with a clear intention to better reflect well-being in the updated HEAL policy. There was a discussion on modernizing communication toward short, visual, web-based content that highlights school initiatives and good practices. There was strong interest in creating a shared website or newsletter model that aligns with school-level communications and is easy to maintain. In terms of healthy eating, fundraising, special events and food rewards were revisited. Members shared ideas for healthier, locally-sourced fundraising options and suggested organizing these by community. Conversations around mental well-being supports were held. Next steps include gathering member input by January 9, meeting with Communications to develop a web template, and shifting the next meeting's focus to Active Living. The next meeting dates are March 11 and May 12.

New Business

There was no new business to discuss.

List of Disbursements

Commissioners were provided with the list of disbursements for the months of December 2025 and January 2026:

Chq Nbr	Chq Date	Paid To	Amount
251881	2025-12-04	CATSPORTS	12 007,31
251885	2025-12-04	CONSEIL SCOLAIRE DES PREMIERES NATIONS EN EDUCATION DES	839 106,00
251887	2025-12-04	CONSTRUCTIONS J. BOULAIS INC.	401 748,55
251888	2025-12-04	COOPERATIVE DE L'UNIVERSITE LAVAL - COOP ZONE	12 616,20
251891	2025-12-04	CSS LA VALLEE-DES-TISSERANDS	19 609,59
251896	2025-12-04	ECOLE PETER HALL SCHOOL INC.	237 710,70
251904	2025-12-04	GIANT STEPS SCHOOL	29 107,80
251907	2025-12-04	GROUPE ICLASS CANADA	32 747,19
251911	2025-12-04	IMPRIMERIE G.A. PRINTING INC.	11 033,67
251918	2025-12-04	LES ENTREPRISES MCCLINTOCK	24 834,59

251933	2025-12-04	NSW CONTROLE INC.	105 340,10
251939	2025-12-04	PAVAGES ULTRA INC.(LES)	39 710,45
251948	2025-12-04	REFRIGERATION INTER-RIVE INC.	12 807,21
251964	2025-12-04	SUMMIT SCHOOL	192 154,20
252099	2025-12-18	CONSTRUCTIONS B. MARTEL INC.	162 484,25
252140	2025-12-18	LES ENTREPRISES MCCLINTOCK	31 398,91
252153	2025-12-18	NEVE REFRIGERATION INC.	36 919,05
252159	2025-12-18	PAVAGES ULTRA INC.(LES)	15 072,22
252171	2025-12-18	R.S. D'AMOUR & FILS INC.	18 489,66
252172	2025-12-18	RESONANCE MONTREAL INC.	21 617,24
252201	2025-12-18	THERAPIE KIDDO ACTIVE THERAPY POINTE CLAIRE	16 100,00
252203	2025-12-18	VOSS EXPERTS-CONSEILS INC.	70 948,73
252204	2025-12-18	VOSS EXPERTS-CONSEILS INC.	13 166,29
252210	2025-12-18	CNESST - DIRECTION REGIONALE DE VALLEYFIELD	28 923,22
252288	2025-12-31	SERVICES DE CARTES DESJARDINS	13 785,55
252320	2026-01-15	LAGACE ELECTRIQUE INC.	28 451,54
252364	2026-01-15	COPICOM INC	30 158,53
252366	2026-01-15	ECOLE PETER HALL SCHOOL INC.	79 236,90
252368	2026-01-15	EMCO CORPORATION	18 140,76
252387	2026-01-15	INSO - MONTREAL	16 142,49
252410	2026-01-15	PLOMBERIE NOEL FREDETTE INC	11 043,42
252417	2026-01-15	QUEBEC ENGLISH SCHOOL BOARD ASSOCIATION	15 174,00
252421	2026-01-15	RESONANCE MONTREAL INC.	15 436,57
252424	2026-01-15	RSEQ MONTEREGIE	14 519,58
252432	2026-01-15	SERRURIER HAVELOCK ENR.	12 099,36
252436	2026-01-15	SUMMIT SCHOOL	64 051,40
252446	2026-01-15	WOOD WYANT CANADA INC.	11 313,82

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 21:08 hours on a motion by Vice-Chair R. Ledoux.

MOTION CARRIED unanimously.

John Ryan
Chair

Joyce Donohue
Secretary General