



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

held in the Staff Lounge at the New Frontiers School Board offices, 214 McLeod, Chateauguay, Quebec, on **Tuesday, May 5, 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
- Karin Van Droffelaar, Electoral Division #2
- 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

Absent:

- Lina Chouinard, Electoral Division #3, 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
- Terence Savoie, Director of Finance & Material Resources, via Teams, until 20:08 hours
- Luisa Benvenuti, Manager of Administrative & Communication Services
- Sabrina Letendre, Office Agent
- Kara Woods, CVCEC Centre Director and NFAA Representative
- Bonnie Gilmour, SEPB Union President, via Teams, until 20:08 hours

Call to Order & Opening Remarks

The Chair opened this 368th meeting at 19:00 hours and welcomed members. He explained that the regular Council location had been moved to the Staff Lounge due to exams and recognized that today is Red Dress Day. He also welcomed Ms. K. Woods as the NFAA representative, Ms. B. Gilmour representing SEPB, and Mr. T. Savoie online.

Recognition Statement by Commissioner Peter Stuckey

We respectfully acknowledge that we are gathered on the unceded territory of the Mohawk Nation. For generations, they have cared for the rivers, lakes, forests, and lands with deep respect and responsibility. We are grateful for all they have done—and continue to do—to protect and sustain these natural places. We recognize the importance of working together, side by side, to care for this land for future generations. With appreciation and respect, we commit to learning from their stewardship and contributing to the protection of the environment we all share.

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 2026-04-07

The reading of the minutes of the regular meeting of 2026-04-07 was waived on a motion by Commissioner J. Largan.

MOTION CARRIED unanimously.

Adoption of the Minutes of 2026-04-07

It was moved by Commissioner B. Bourdeau that the minutes of the regular meeting of 2026-04-07 be adopted as presented.

MOTION CARRIED unanimously.

Public Question Period

There were no questions from members of the public.

Resolution #CC26-05-05-001

2026–2027 Meeting Dates

Standing Committees

On the recommendation of the Chair, it was moved by Vice-Chair R. Ledoux that the July 21, 2026, Standing Committee meetings be cancelled to allow for the summer holiday period; and that the October 20, 2026, meetings be cancelled; and that the December 15, 2026, meetings be cancelled to accommodate activities and events taking place around the holiday season; and that the February 16, 2027, meetings be cancelled.

MOTION CARRIED unanimously.

Resolution #CC26-05-05-002

2026–2027 Meeting Dates

Council of Commissioners

On the recommendation of the Chair, it was moved by Commissioner J. Largan that the August 4, 2026, Council meeting be cancelled to allow for the summer holiday period; and that the November 3, 2026, Council meeting be cancelled due to the cancellation of the October 20, 2026, Standing Committee meetings; and that the January 5, 2027, Council meeting be cancelled due to the cancellation of the December 15, 2026, Standing Committee meetings; and that the March 2, 2027, Council meeting be cancelled due to the cancellation of the February 16, 2027, Standing Committee meetings; and that the July 6, 2027, Council meeting be advanced to Tuesday, June 29, 2027, to accommodate for the holiday and the adoption of the 2027–2028 budget; and that the location of the regular Council meeting of May 4, 2027, be moved to the School Board Offices; and that public notices be published accordingly.

MOTION CARRIED unanimously.

Resolution #CC26-05-05-003

Letter of Support – Ormstown Pool

Whereas representatives of the New Frontiers School Board (NFSB) met with representatives of the city of Ormstown on April 13, 2026; and whereas the city of Ormstown has proposed the building of a Cultural Centre, including the development of a community-focused facility that may incorporate an indoor pool; and whereas the addition of an indoor pool would bring significant value to the Chateauguay Valley, be an important resource for students, staff and families of the NFSB and provide meaningful opportunities for physical education, athletic training and student health that would benefit NFSB's CVR High School, six Valley elementary schools and two career centres; and whereas the Council of Commissioners of the NFSB supports this project; and whereas a letter of support has been requested from the NFSB to form part of the city of Ormstown's grant application to fund the project;

Therefore, on the recommendation of the Chair, it was moved by Commissioner P. Stuckey that the Council of Commissioners authorizes the Chair to sign and submit a letter on behalf of NFSB in support of the proposed Ormstown Cultural Centre project.

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: Board Office display case; visit of the MGS Science Fair with MNA Marie-Belle Gendron, visits with MNA Carole Mallette and MNA Claude Reid; news articles from The Gleaner; QESBA updates; upcoming meetings and events; and Mini Trades in Motion.

Executive Committee Report

The Executive Committee will meet on May 12, 2026, at 16:30 hours on Teams.

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: graduation dates; cancellation of VGQ audit hearings; enrolment figures; policies being worked on; LTS and Retirement celebration; Bullying & Violence Workshop; HSB Science teachers' participation in a Professional Development & Innovation Grant; Ormstown Elementary School Daycare program; HAECC Plant Sale on May 9; IT capsules update; innovation with RÉCIT; student stories; Earth Day; and Autism Acceptance Month.

Resolution #CC26-05-05-004

Adult General Education Calendar 2026–2027

Whereas the 2026–2027 school calendar for the youth sector was approved by the Council of Commissioners on April 7, 2026; and whereas the youth sector calendar is used to establish the adult education sector calendar; and whereas the calendar provides for two hundred (200) working days for teachers, between July 1, 2026, and June 30, 2027; and whereas the proposed calendar provides for a winter break to extend from December 21, 2026, to January 1, 2027, inclusively; and whereas the proposed calendar provides for a March Break to extend from March 1, 2027, to March 5, 2027, inclusively for the adult education sector;

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 2026–2027 academic calendar for the Adult General Education sector, as presented.

MOTION CARRIED unanimously.

Resolution #CC26-05-05-005

Vocational Education Calendar 2026–2027

Whereas the 2026–2027 school calendar for the youth sector was approved by the Council of Commissioners on April 7, 2026; and whereas the youth sector calendar is used to establish the vocational education sector calendar; and whereas the proposed 2026–2027 calendar provides for two hundred (200) working days for teachers, between July 1, 2026, and June 30, 2027; and whereas the proposed calendar provides for a winter break to extend from December 21, 2026, to January 1, 2027, inclusively; and whereas the proposed calendar provides for a March Break to extend from March 1, 2027, to March 5, 2027, inclusively for the vocational education sector;

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 2026–2027 academic calendar for the Vocational Education sector, as presented.

MOTION CARRIED unanimously.

Resolution #CC26-05-05-006

Fee Structure for the Transportation of Students – 2026–2027 School Year

Whereas, as per Policy EEA “Transportation of Students”, at section 3.3.5, the Transportation Advisory Committee must review and recommend the fee structure on an annual basis; and whereas, at their meeting of April 21, 2026, the Transportation Advisory Committee reviewed the fee structure for the 2026–2027 school year; and whereas, at their meeting of April 21, 2026, the Educational Services Standing Committee reviewed the fee structure for the 2026–2027 school year;

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 set the following fee structure, according to Annex C of the “Transportation of Students” Policy EEA, for the 2026–2027 school year:

Reason	Definition	Cost
Walker	Seats assigned to students who normally walk (0.8 km for Kindergarten, 1.6 for Elementary, 2.0 for Secondary)	\$200 for the first child in a family; \$150 for the second; \$100 for each child after that
Out-of-Zone	Seats assigned to students who attend a school that is out of their normal school zone	\$200 for the first child in a family; \$150 for the second; \$100 for each child after that
Short-Term	A student will be using an alternate address (<i>babysitter, other family member</i>) for a short-term (1 or 2 weeks)	\$50 per child

MOTION CARRIED unanimously.

Resolution #CC26-05-05-007

SNAC Annual Report – Exception to Policy IHBA

Whereas Policy IHBA is currently under review; and whereas under consideration for the review of this policy is the content of the Annual Special Needs Advisory Committee's (SNAC) report submitted to the Council of Commissioners; and whereas an exception to current Policy IHBA is being sought in that the schools' reports not be included in the SNAC Annual Report; and whereas the SNAC Annual Report will be filed with the Educational Services Standing Committee in May and reported to the Council of Commissioners in June; and whereas the Educational Services Standing Committee supports this request;

Therefore, it was moved by Vice-Chair R. Ledoux that an exception to Policy IHBA be granted to allow for the SNAC Annual Report 2025–2026 to not include the schools' reports; and that the new format of the report be deposited with the Educational Services Standing Committee in May; and that the final report be deposited with the Council of Commissioners at the June Council meeting.

MOTION CARRIED unanimously.

Resolution #CC26-05-05-008

Administrative Structure 2026–2027

Whereas the timeline for the development of the administrative structure for the 2026–2027 school year has been shared and followed; and whereas the Administrative Management Committee (AMC), and the New Frontiers Administrators' Association (NFAA) have been consulted on the draft proposed structure and had opportunity to provide their feedback; and whereas the Human Resources Standing Committee has also been involved in the development of the structure;

Therefore, on the recommendation of the Director General, and with the support of the Human Resources Standing Committee, it was moved by Commissioner B. Ednie that the administrative structure for the 2026–2027 school year be approved as presented.

MOTION CARRIED unanimously.

Resolution #CC26-05-05-009

Building Maintenance Measure (MMB) Projects

Interior Renovation Phase 1 – Chateauguay Valley Career Education Centre

Whereas the Ministry of Education has provided the New Frontiers School Board with funds within the measure “*Maintien des bâtiments*” from the 2025–2026 school year for the following project: “Interior Renovation Phase 1” at the Chateauguay Valley Career Education Centre (CVCEC); and whereas the professionals (architects and engineers) were given a mandate to prepare plans and specifications for said project; and whereas four tenders were received; and whereas sealed tenders were opened publicly on March 26, 2026, in the presence of Commissioner Connor Stacey; Terence Savoie, Director of Finance & Material Resources; and Léopold Hatungimana, Manager of Material Resources, with the following results:

Company	Bid (excluding taxes)
Les Constructions GMP Inc.	\$548,461
Les Constructions B. Martel	\$558,874
J.L. Priest Inc.	\$564,605
Les Entreprises Dubest Inc.	\$1,047,397

Whereas, after analyzing the bids, the professionals have determined that the lowest conforming bidder, before taxes, is Les Constructions GMP Inc. for \$548,461; and whereas there are sufficient funds within the measure “*Maintien des bâtiments*” for the 2025–2026 school year for this project;

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner P. Stuckey that the Council of Commissioners authorizes the Director General or, in his absence, the Assistant Director General, to sign a contract with Les Constructions GMP Inc. for the project “Interior Renovation Phase 1” at CVCEC, for an amount before taxes of \$548,461.

MOTION CARRIED unanimously.

Resolution #CC26-05-05-010

Building Maintenance Measure (MMB) Projects

Interior Renovation Phase 5 – St. Willibrord School

Whereas the Ministry of Education has provided the New Frontiers School Board with funds within the measure “*Maintien des bâtiments*” from the 2025–2026 school year for the following project: “Interior Renovation Phase 5” at St. Willibrord School; and whereas the professionals (architects and engineers) were given a mandate to prepare plans and specifications for said project; and whereas two tenders were received; and whereas sealed tenders were opened publicly on April 30, 2026, in the presence of Chair John Ryan; Terence Savoie, Director of Finance & Material Resources; and Léopold Hatungimana, Manager of Material Resources, with the following results:

Company	Bid (excluding taxes)
Les Constructions B Martel	\$1,169,169
130132 Canada Inc. (Larochelle Électrique)	\$859,000

Whereas, after analyzing the bids, the professionals have determined that the lowest conforming bidder, before taxes, is 130132 Canada Inc. for \$859,000; and whereas there are sufficient funds within the measure “*Maintien des bâtiments*” for the 2025–2026 school year for this project;

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner P. Stuckey that the Council of Commissioners authorizes the Director General or, in his absence, the Assistant Director General, to sign a contract with 130132 Canada Inc. for the project “Interior Renovation Phase 5” at St. Willibrord School, for an amount before taxes of \$859,000.

MOTION CARRIED unanimously.

Resolution #CC26-05-05-011

Three-Year Plan of the Allocation & Destination of Immovable Property

Whereas the New Frontiers School Board’s “Three-Year Plan of the Allocation & Destination of Immovable Property” (Plan) is adopted annually by the Council of Commissioners; and whereas enrolment figures and building capacities have been updated; and whereas the consultation has been done in accordance with the Education Act, in that the Parents’ Committee has reviewed and supports the Plan; and whereas the Operations Standing Committee, at its meeting of April 21, 2026, has reviewed and approved the Plan as deposited;

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner P. Stuckey that the New Frontiers School Board adopt the “Three-Year Plan of the Allocation & Destination of Immovable Property” for the 2026–2027, 2027–2028, and 2028–2029 school years as presented; and that such Plan remain subject to review on an annual basis.

MOTION CARRIED unanimously.

Standing Committee Reports from the Meetings of April 21, 2026

Educational Services: The Chair, Vice-Chair R. Ledoux, reported on the following items discussed at the meeting: policies under review; enrolment figures; questions concerning placements at learning centres; Vocational Education working on tools to include more technology in trades instruction; RAC services on hold; wrap for the new shuttle bus; ArtsFest and MGS Science Fair; and ongoing daily trainings between Complementary Services and Instructional Services.

Human Resources: The Chair, Commissioner B. Ednie, reported on the following items discussed at the meeting: review of policies; various staffing updates; the LTS celebration; the Administrative Structure; a letter the Chair received from CVTA; and at a special meeting earlier this evening, an update was provided to the committee regarding interviews for the Director of Human Resources position.

Operations: The Chair, Commissioner P. Stuckey, reported on the following items discussed at the meeting: review of policies; liaison committees discussion; total amount of tickets for the year and recent IT upgrades; summer projects; and speed bumps.

Parents’ Committee Report

Commissioner J. Largan reported on the meeting of April 16, 2026, which was held in the HSB Library and on Teams. Topics included: a presentation on AlloProf; a Q&A with the Director of Finance & Material Resources; email communications; Anti-Bullying and Anti-Violence; low attendance at organized workshops; transportation; educational projects check-in; and questions regarding Breakfast Club.

Special Needs Advisory Committee Report

Commissioner B. Bourdeau reported on the meeting of April 27, 2026. Topics included: audio books; learning difficulties; materials and hands-on tools; and hands-on instruction and learning for parents. B. Bourdeau also reported that bookmarks will be going to schools.

Audit Committee Report

Commissioner J. Largan reported on the meeting of March 19, 2026, which was held on Teams. Topics included: review of the forecast and staffing for 2025–2026; review of the 2025–2026 Risk Plan; review of purchasing authorities; review of Organizational Guide DJA; and review of Organizational Guide DJB.

Healthy Eating and Active Living Committee Report

The Healthy Eating and Active Living Committee report was tabled to the next meeting.

Chateauguay Liaison Committee Report

The Chateauguay Liaison Committee report was tabled to the next meeting.

New Business

There was no new business to discuss.

List of Disbursements

Commissioners were provided with the list of disbursements for the month of April 2026:

Chq Nbr	Chq Date	Paid To	Amount
253412	2026-04-09	9544-6688 QUEBEC INC.	119 901,93
253416	2026-04-09	AVI-SPL CANADA LTD	10 793,98
253417	2026-04-09	AVOCATS LE CORRE & ASSOCIES, S.E.N.C.R.L. (LES)	10 576,06
253419	2026-04-09	BOHAM GAZ INC.	15 447,87
253431	2026-04-09	CONSULTANTS BLITZ INC	15 314,67
253432	2026-04-09	COPICOM INC	27 595,83
253433	2026-04-09	CSS LA VALLEE-DES-TISSERANDS	15 281,53
253437	2026-04-09	ECOLE PETER HALL SCHOOL INC.	79 236,90
253439	2026-04-09	ENTRETIEN PLANEX INC.	27 869,43
253454	2026-04-09	INSO - MONTREAL	24 129,69
253457	2026-04-09	LAGACE ELECTRIQUE INC.	63 472,21
253462	2026-04-09	LES ENTREPRISES VENTEC INC.	82 436,24
253474	2026-04-09	NSW CONTROLE INC.	79 034,99
253498	2026-04-09	SECURITE QUENNEVILLE INC.	34 013,04
253503	2026-04-09	SOLOTECH INC.	119 389,78
253506	2026-04-09	STRIKE JANET	11 380,25
253507	2026-04-09	SUMMIT SCHOOL	64 051,40
253512	2026-04-09	TRANE CANADA ULC	336 876,75
253517	2026-04-09	WOOD WYANT CANADA INC.	10 601,44
253612	2026-04-23	LEARN QC	57 947,40
253653	2026-04-23	CBC ELECTRIQUE INC	36 190,47
253686	2026-04-23	J. DAGENAI ARCHITECTE	16 833,37
253692	2026-04-23	LES ENTREPRISES MCCLINTOCK	31 541,52
253700	2026-04-23	MASSICOTTE DIGNARD TAILLEFER PATENAUE	20 316,52
253703	2026-04-23	MICRO LOGIC	10 277,68
253708	2026-04-23	NEVE REFRIGERATION INC.	251 190,15
253711	2026-04-23	PAVAGES ULTRA INC.(LES)	39 710,45
253715	2026-04-23	PIECES D'AUTO SUPER	29 643,79
253723	2026-04-23	QUINCAILLERIE R. GAUTHIER INC.	15 532,42
253726	2026-04-23	RESONANCE MONTREAL INC.	15 436,57
253735	2026-04-23	SERRURIER HAVELOCK ENR.	10 172,42
253770	2026-04-28	CONSTRUCTIONS B. MARTEL INC.	125 806,23

Correspondence

The Chair presented a letter he had received from the Chateauguay Valley Teachers' Association (CVTA) regarding Policy GBCB.

In Closed Session

The meeting was moved into closed session at 20:08 hours on a motion by Commissioner P. Stuckey to discuss the letter from CVTA.

MOTION CARRIED unanimously.

Out of Closed Session

The meeting was moved out of closed session at 20:48 hours on a motion by Commissioner L. Ferguson.

MOTION CARRIED unanimously.

Resolution #CC26-05-05-012

Extracurricular Activities – Exception to Policy GBCB

Whereas Policy GBCB was reviewed in 2025; and whereas this review embedded a change in practice for the recognition of teachers in supporting extracurricular activities; and whereas the Chateauguay Valley Teachers' Association (CVTA), via a letter sent to the Chair, expressed concern with this change and requested that the Council of Commissioners consider further amendments to Policy GBCB in order to restore previous practice; and whereas the Council of Commissioners agrees to review Policy GBCB by assigning the review to the Human Resources Standing Committee; and whereas, in accordance with the requirements of Policy BG "By-Law, Policy & Organizational Guide Development", this review cannot be completed within this school year;

Therefore, it was moved by Commissioner B. Ednie that an exception to Policy GBCB be granted to allow for teachers to claim ECA credits for the 2025–2026 school year; and that the Human Resources Standing Committee be assigned to review Policy GBCB and make recommendations for amendments for the 2026–2027 school year.

MOTION CARRIED unanimously.

Unfinished Business / Business Arising / General Order

There were no items to discuss.

Second Public Question Period

There were no members of the public present.

Adjournment

There being no further business, the meeting was closed at 20:52 hours on a motion by Commissioner P. Stuckey.

MOTION CARRIED unanimously.

John Ryan
Chair

Joyce Donohue
Secretary General