



### **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, Chateaugay, Quebec, on **Tuesday, June 30, 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, arrived at 19:06 hours
- 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, arrived at 19:10 hours
- Brenda Bourdeau, Commissioner representing the Special Needs Advisory Committee
- Lorne Ferguson, Commissioner representing Parents, Elementary Level
- Jennifer Largan, Commissioner representing Parents at Large, via Teams

#### **Absent:**

- Kenneth Bernard, Commissioner representing Parents, Secondary Level, with regrets

#### **Also in attendance:**

- Mike Helm, Director General
- Joyce Donohue, Assistant Director General and 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 and NFAA Representative
- Sabrina Letendre, Office Agent
- Bonnie Gilmour, SEPB Union President, via Teams
- Valerie Rachubinski, incoming CVTA Union President

#### **Call to Order & Opening Remarks**

The Chair opened this 370<sup>th</sup> meeting at 19:01 hours and welcomed members. He also acknowledged Ms. B. Gilmour, representing SEPB, attending online, Mr. T. Savoie as the NFAA representative and the incoming CVTA president, Ms. V. Rachubinski, attending in person.

#### **Recognition Statement by Chair John Ryan**

The New Frontiers School Board provides services on the unceded territory of the Kanien'keha:ka people. With their help, we share and improve our knowledge of their culture. As we reflect on the year, we realize the tremendous benefit we have received from learning about the Indigenous culture. We feel that it is one of the strongest tools that will allow us to develop as a caring school board and educational community. We remain engaged in continuing our journey of learning with the support of the Kanien'keha:ka people.

#### **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 B. Ednie.

**MOTION CARRIED** unanimously.

#### **Waiver – Reading of the Minutes of 2026-06-02**

The reading of the minutes of the regular meeting of 2026-06-02 was waived on a motion by Commissioner L. Ferguson.

**MOTION CARRIED** unanimously.

### **Adoption of the Minutes of 2026-06-02**

It was moved by Commissioner L. Chouinard that the minutes of the regular meeting of 2026-06-02 be adopted as presented.

**MOTION CARRIED** unanimously.

### **Public Question Period**

There were no questions from members of the public.

### **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: a letter of thanks sent by the Chair on behalf of Council to MNA Carole Mallette; a thank-you message to all NFSB employees on behalf of Council; the Ormstown Fair; Ormstown Fair floats, including the winner from Hemmingford Elementary School; an article from The Gleaner; QESBA updates; upcoming meetings and events; and student graduations.

### **Executive Committee Report**

The next meeting of the Executive Committee will be held on October 13, 2026.

### **Resolution #CC26-06-30-001**

#### **Naming of the Complaints Officer**

Whereas By-Law JCEA identifies a Complaints Officer who is designated by the School Board; and whereas Article 24 of Bill 9 “An Act Respecting the National Student Ombudsman” also identifies that an employee be designated by the Council of Commissioners as the *Responsable du traitement des plaintes* (RTP); and whereas Mr. Christopher Blouin served in this capacity during the 2025–2026 school year while he was also serving as the 50% Principal at Hemmingford Elementary School; and whereas Mr. Blouin will be assigned to another 100% function for the 2026–2027 school year; Therefore, on the recommendation of the Director General, it was moved by Commissioner K. Van Droffelaar that the Council of Commissioners designate Carla Shaw as the Complaints Officer (*Responsable du traitement des plaintes*) for the New Frontiers School Board, effective July 1, 2026.

**MOTION CARRIED** unanimously.

### **Resolution #CC26-06-30-002**

#### **Naming of the Officer Responsible for the Management of Ethics and Integrity**

Whereas, in accordance with 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)), public organizations must name an Officer Responsible for the Management of Ethics and Integrity; and whereas Mr. Christopher Blouin served in this capacity during the 2025–2026 school year while he was also serving as the 50% Principal at Hemmingford Elementary School; and whereas Mr. Blouin will be assigned to another 100% function for the 2026–2027 school year; Therefore, on the recommendation of the Director General, it was moved by Commissioner K. Van Droffelaar that the Council of Commissioners designate Carla Shaw 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 July 1, 2026.

**MOTION CARRIED** unanimously.

### **Resolution #CC26-06-30-003**

#### **Naming of the Ethics Review Officer**

Whereas, in accordance with Article 3.2 of By-Law BCAA “Code of Ethics & Professional Conduct for Commissioners”, the New Frontiers School Board (NFSB) must name an Ethics Review Officer, and a substitute; and whereas Mr. Bernard (Ben) Huot, who has served as the NFSB’s Ethics Review Officer for the last number of years, has recently announced his resignation; and whereas Mr. Robert (Rob) Buttars, former NFSB Director General, is willing to serve NFSB in this capacity, and qualifies to do so in accordance with the requirements of By-Law BCAA; Therefore, it was moved by Commissioner L. Chouinard that the Council of Commissioners name Rob Buttars as the Ethics Review Officer, effective July 1, 2026; and that Serge Dubuc, former NFSB administrator, be named as the substitute for the Ethics Review Officer, effective July 1, 2026; and that remuneration for the position of Ethics Review Officer or substitute be prorated, respectively, and in accordance with the parameters of the *Regulation Respecting the Remuneration of Arbitrators* (chapter c-27, r.6) (currently \$282 per hour); and that the Secretary General be authorized to approve invoices transmitted to the NFSB for services rendered by the Ethics Review Officer or substitute.

**MOTION CARRIED** unanimously.

### **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: Student Inquiry Committee report; Rules of Conduct and Safety; Billings Alumni & Mooney's Breakfast Club Fundraising Golf Tournament; a report on the Terry Fox Marathon of Hope; enrolment figures; administrative announcements; CVR ArtistsInspire beautification project; the décor for the Long-Term and Retiree Recognition Event by students in the Interior Decorating & Visual Display Program; mini-putt courses built by CVR Grade 7 Math & Science students; summer 2026 planned capital projects; and a staff story.

### **Resolution #CC26-06-30-004**

#### **Adoption of Revised Policy JIBA "Student Democracy"**

Whereas on May 7, 2024, the Council of Commissioners identified Policy JIBA "Student Democracy" for review; and whereas the Council of Commissioners assigned the review of this policy to the Educational Services Standing Committee, with consultation of the Governance and Ethics Committee throughout the process; and whereas the revised Policy JIBA 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 JIBA "Student Democracy" be adopted as presented.

**MOTION CARRIED** unanimously.

### **Resolution #CC26-06-30-005**

#### **Adoption of Revised Policy ADG "Healthy and Active Living"**

Whereas on June 25, 2025, the Director General identified Policy ADG "Healthy and Active Living" for review; and whereas the Director General assigned the review of this policy to the Educational Services Standing Committee; and whereas the revised Policy ADG 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 ADG "Comprehensive Wellness" be adopted as presented.

**MOTION CARRIED** unanimously.

### **Resolution #CC26-06-30-006**

#### **Adoption of Revised Policy IHAF "Cultural Policy"**

Whereas on June 25, 2025, the Director General identified Policy IHAF "Cultural Policy" for review; and whereas the Director General assigned the review of this policy to the Educational Services Standing Committee; and whereas the revised Policy IHAF "Cultural Policy" 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 IHAF "Cultural Inclusion, Equity, and Engagement" be adopted as presented.

**MOTION CARRIED** unanimously.

### **Resolution #CC26-06-30-007**

#### **Adoption of Revised Policy IHCFA "Daycare Services"**

Whereas on June 25, 2025, the Director General identified Policy IHCFA "Daycare Services" for review; and whereas the Director General assigned the review of this policy to the Educational Services Standing Committee; and whereas the revised Policy IHCFA 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 IHCFA "Daycare Services" be adopted as presented.

**MOTION CARRIED** unanimously.

### **Resolution #CC26-06-30-008**

#### **Adoption of Revised Policy IJOA "Field Trips"**

Whereas on June 25, 2025, the Director General identified Policy IJOA "Field Trips" for review; and whereas the Director General assigned the review of this policy to the Educational Services Standing Committee; and whereas the revised Policy IJOA 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 IJOA "Field Trips" be adopted as presented.

**MOTION CARRIED** unanimously.

### **Resolution #CC26-06-30-009**

#### **Transportation Service Agreement with Riverside School Board 2026–2027 School Year**

Whereas, at their meeting of June 16, 2026, the Transportation Advisory Committee discussed a proposed transportation service agreement with Riverside School Board (RSB); and

#### **Resolution #CC26-06-30-009 – Transportation Service Agreement with RSB 2026–2027 School Year – cont’d**

Whereas, at their meeting of June 16, 2026, the Educational Services Standing Committee discussed a proposed transportation service agreement with RSB; and whereas the agreement would be for students residing on the territory of the New Frontiers School Board (NFSB) attending Reach School, which has superregional status; and whereas there has been an increase in student enrolment to the school; and whereas the NFSB-zoned students attending Reach receive other services, including complementary, from the RSB; and whereas the agreement would facilitate the organization of transportation services provided to NFSB-zoned students, including the evaluation and implementation of support measures, and communications between home and school; and whereas the RSB would invoice the NFSB for the delivery of these services rather than the NFSB providing the services directly;

Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Vice-Chair R. Ledoux that the New Frontiers School Board enter into an agreement with the Riverside School Board to provide transportation services to Reach School for NFSB-zoned students for the 2026–2027 school year; and that the Director responsible for Transportation be authorized to sign said agreement.

**MOTION CARRIED** unanimously.

#### **Resolution #CC26-06-30-010**

##### **Berline Contracts for the 2026–2027 and 2027–2028 School Years**

Whereas, at their meeting of June 22, 2026, the Transportation Advisory Committee reviewed additional busing requirements for the New Frontiers School Board for the 2026–2027 and 2027–2028 school years; and whereas, at their meeting of June 22, 2026, the Educational Services Standing Committee reviewed the additional busing requirements; 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, it was moved by Vice-Chair R. Ledoux that the New Frontiers School Board sign contracts for the additional services for the 2026–2027 and 2027–2028 school years; and that the following bus routes be contracted to provide said transportation services for the 2026–2027 and 2027–2028 school years:

| Berlines – annual contract for 2 years |           |              |             |                   |
|----------------------------------------|-----------|--------------|-------------|-------------------|
| Contractor                             | Vehicle # | Vehicle Type | Area Served | Price Without Tax |
| Sco-Bec                                | 700       | Berline      | Summit      | \$47,580          |
|                                        | 710       | Berline      | Peter Hall  | \$47,580          |

**MOTION CARRIED** unanimously.

#### **Resolution #CC26-06-30-011**

##### **Renewal of Rental of Space – Gault Institute**

Whereas Gault Institute is facing ongoing challenges with respect to overcrowding; and whereas the New Frontiers School Board has rented space from a nearby church since the 2023–2024 school year; and whereas the original lease signed on November 8, 2023, is set to expire on June 30, 2026; and whereas both parties wish to amend the lease to extend the term by three years and revise the leasing cost for this additional leasing period;

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner P. Stuckey that the New Frontiers School Board extend the lease agreement with the church *L’Église Adventiste du Septième Jour – Fédération du Québec* to include the 2026–2027, 2027–2028 and 2028–2029 school years ending on June 30, 2029, for a total estimated cost of \$84,000, plus an annual indexation based on the *Tribunal administratif du logement*’s rate for school years 2027–2028 and 2028–2029; and that the Director responsible for Material Resources be authorized to sign the amendment lease extension agreement and any associated documentation on behalf of the New Frontiers School Board.

**MOTION CARRIED** unanimously.

#### **Standing Committee Reports from the Meetings of June 16, 2026**

Educational Services: The Chair, Vice-Chair R. Ledoux, reported on the following items discussed at the regular meeting of June 16 and at the special meeting of June 22: various updates on policies, including the reviews carrying over to next year; enrolment figures; updates on transportation contracts; Educational Services updates, including the Inquiry Report and Rules of Conduct and Safety; Continuing Education updates, including a review of Bill 8 impacts; and transportation contracts for Berlines.

Human Resources: The Chair, Commissioner B. Ednie, reported on the following items discussed at the meeting: policies under review; enrolment figures; administrative staffing review; and various staffing updates.

**Operations:** The Chair, Commissioner P. Stuckey, reported on the following items discussed at the meeting: Policy EBC; enrolment figures; the 2026–2027 budget; liaison committees; rental renewal with the church for Gault Institute; and RÉCIT innovation using Sphero Indi with Grade 2 students.

### Parents' Committee Report

Commissioner J. Largan reported on the Parents' Committee's end-of-year supper and last meeting, indicating that dates for next year's meetings had been set so that this information can be shared at each school's annual general assembly, in order to solicit membership from parents.

### Special Needs Advisory Committee Report

Commissioner B. Bourdeau reported on the Special Needs Advisory Committee meeting of May 28, 2026. Topics included: a presentation on the Pathways program at HSB; a presentation by Michael Werenchuk on HAECC; looking at how to promote SNAC continuously; and planning to set topics to review for the year at the start of the school year.

### Ormstown Liaison Committee Report

Director T. Savoie reported on the meeting of May 12, 2026, which included the following topics: review of the meeting with the Ormstown DG; and the proposed implementation of an entente.

### Transportation Advisory Committee Report

The Chair, Commissioner C. Espinosa-Fuentes, reported on the meetings of June 16 and June 22, 2026, which included the following topics: staffing update; transportation update to year-end and planning for 2026–2027; no new placements at Giant Steps; 83 students currently attending specialized schools off-territory; contracts for Summit and Peter Hall; transportation agreement with Riverside School Board; 2026–2027 meeting dates and time.

### New Business

There was no new business to discuss.

### List of Disbursements

Commissioners were provided with the list of disbursements for the period of June 1 to June 22, 2026:

| Chq Nbr | Chq Date   | Paid To                                         | Amount     |
|---------|------------|-------------------------------------------------|------------|
| 254237  | 2026-06-04 | 4IMPRINT, INC.                                  | 17 700,35  |
| 254245  | 2026-06-04 | AVOCATS LE CORRE & ASSOCIES, S.E.N.C.R.L. (LES) | 32 640,03  |
| 254254  | 2026-06-04 | CATSPORTS                                       | 11 121,14  |
| 254260  | 2026-06-04 | CONSULAB EDUCATECH INC.                         | 55 392,66  |
| 254264  | 2026-06-04 | ECOLE PETER HALL SCHOOL INC.                    | 79 236,90  |
| 254267  | 2026-06-04 | ENTRETIEN PLANEX INC.                           | 39 860,52  |
| 254308  | 2026-06-04 | PIECES D'AUTO MERCIER                           | 21 023,95  |
| 254309  | 2026-06-04 | PIECES D'AUTO SUPER                             | 28 083,39  |
| 254321  | 2026-06-04 | REFRIGERATION INTER-RIVE INC.                   | 11 653,48  |
| 254336  | 2026-06-04 | SUMMIT SCHOOL                                   | 64 051,40  |
| 254343  | 2026-06-04 | ULINE CANADA CORPORATION                        | 20 070,28  |
| 254418  | 2026-06-04 | NOVEXCO/ HAMSTER                                | 10 734,56  |
| 254422  | 2026-06-08 | INSO - MONTREAL                                 | 10 347,75  |
| 254424  | 2026-06-08 | VOSS EXPERTS-CONSEILS INC.                      | 30 587,40  |
| 254441  | 2026-06-18 | ANNA MARIE LAZARE                               | 10 083,66  |
| 254455  | 2026-06-18 | SHERWEB INC.                                    | 12 385,02  |
| 254462  | 2026-06-18 | 0999750 BC LTD                                  | 11 000,00  |
| 254486  | 2026-06-18 | CONSTRUCTIONS VALRIVE                           | 90 619,55  |
| 254487  | 2026-06-18 | DETEKTA SOLUTIONS                               | 14 423,26  |
| 254494  | 2026-06-18 | ENTRETIEN PLANEX INC.                           | 12 908,94  |
| 254500  | 2026-06-18 | G.M. FOURNIER INC.                              | 14 162,82  |
| 254505  | 2026-06-18 | IMPRIMERIE G.A. PRINTING INC.                   | 14 311,46  |
| 254508  | 2026-06-18 | INSO - MONTREAL                                 | 11 415,20  |
| 254515  | 2026-06-18 | LES COMPLICES ALIMENTAIRE                       | 14 287,73  |
| 254528  | 2026-06-18 | NSW CONTROLE INC.                               | 30 428,14  |
| 254546  | 2026-06-18 | RESONANCE MONTREAL INC.                         | 15 436,57  |
| 254560  | 2026-06-18 | SOFTCHOICE LP                                   | 228 909,03 |
| 254575  | 2026-06-18 | ULINE CANADA CORPORATION                        | 14 101,89  |
| 254576  | 2026-06-18 | UNION RECIPROQUE D'ASSURANCE SCOLAIRE DU QUEBEC | 68 430,47  |

### **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 19:48 hours on a motion by Commissioner L. Chouinard.

**MOTION CARRIED** unanimously.

John Ryan  
Chair

Joyce Donohue  
Secretary General