

CANADA

PROVINCE OF QUEBEC

EASTERN SHORES SCHOOL BOARD

The regular meeting of the Council of Commissioners of Eastern Shores School Board was held at the Administrative Office of the Board, 40 Mountsorrel Street, New Carlisle, Quebec on Tuesday, July 18, 2017 at the hour of 1:00 p.m. The following persons were present:

COMMISSIONERS: W. Gifford Chairperson
M. E. Beaulieu (Video-Conference)
K. Imhoff
M. Clarke
G. Hayes
G. Briand
D. Gray (Telephone-Conference)
K. Dickson (Video-Conference)
D. Bourgouin (Telephone-Conference)

PARENT COMMISSIONER: K. Mackenzie
M. Howatson

DIRECTOR GENERAL: H. Miller
ASSISTANT DIRECTOR GENERAL: S. Ward; Director of Finance
INTERIM SECRETARY GENERAL: M.A. Cooke

OTHERS: T. Renouf; Superintendent of Services
L. Mosher; Director of Education Services
N. Doddridge; Director of Human Resources

ABSENT: K. Eldridge, Vice-Chairperson; R. Mundle; P. Kerr; C. Carney

Mr. Gifford, Chairperson, called this regular meeting of the Council of Commissioners to order and welcomed everyone present.

1. **APPROVAL OF THE AGENDA**

C17-07-044

It was moved by M. Howatson that the agenda for this regular meeting of the Council of Commissioners of Eastern Shores School Board be approved with the following additions to Varia; Item 11:

11.1 Entry Island
11.2 Photocopier

CARRIED

2. **QUESTION PERIOD**

No items

3. **READING OF THE MINUTES**

3.1 **June 14, 2017**

C17-07-045

It was moved by K. Imhoff that whereas the minutes of the regular meeting of the Council of Commissioners of Eastern Shores School Board held on June 14, 2017 were circulated six hours prior to the meeting in accordance with article 170 of the Education Act, the Secretary General be excused from the reading of same.

CARRIED

3.2 July 7, 2017

C17-07-046 It was moved by K. Imhoff that whereas the minutes of the special meeting of the Council of Commissioners of Eastern Shores School Board held on July 7, 2017 were circulated six hours prior to the meeting in accordance with article 170 of the Education Act, the Secretary General be excused from the reading of same.
CARRIED

4. APPROVAL OF THE MINUTES

4.1 June 14, 2017

C17-07-047 It was moved by K. Imhoff that the minutes of the regular meeting of the Council of Commissioners of Eastern Shores School Board held on June 14, 2017 be approved.
CARRIED

4.2 July 7, 2017

C17-07-048 It was moved by M. Howatson that the minutes of the special meeting of the Council of Commissioners of Eastern Shores School Board held on July 7, 2017 be approved.
CARRIED

5. BUSINESS ARISING FROM THE MINUTES

5.1 QESBA – Award of Merit

C17-07-049 It was moved by K. Dickson to Nominate Mrs. Audrey Acteson for the QESBA Award of Merit.
ABSTAINING: D. Gray
MOTION CARRIED BY MAJORITY VOTE

5.2 Transportation

5.2.1 Transport Therrien Inc.

C17-07-050 It was moved by M. E Beaulieu to approve the transportation contract with Transport Therrien Inc. for students in Fermont with the following details:

- A five (5) year term for a minibus in the amount of \$ 69,000.00 plus tax.

CARRIED

5.2.2 Transport E.R. Chicoine Inc.

C17-07-051 It was moved by G. Briand to approve the transportation contract with Transport E.R. Chicoine Inc. for students in Gaspé with the following details:

- A five (5) year term for a 72 passenger bus in the amount of \$72,000.00 plus tax.

CARRIED

5.2.3 Transport Cavanagh Et Fils Inc.

C17-07-052 It was moved by D. Gray to approve the transportation contract with Transport Cavanagh et Fils Inc. for students in Escuminac in the following manner:

- A five (5) year term for a 72 passenger bus in the amount of \$ 72,000.00 plus tax;
- A one (1) year term for a minibus in the amount of \$38,000.00 plus tax;
- A one (1) year term for a minibus in the amount of \$ 25,000.00 plus tax

CARRIED

5.2.4 Entente

C17-07-053

It was moved by M. E. Beaulieu to enter into a five (5) year (2017-2018 à 2021-2022) transportation agreement with Commission scolaire du Fer for the purpose of transporting Eastern Shores School Board students to and from Queen Elizabeth High School, Flemming Elementary School and Riverview School; and

That the Chairperson, W. Gifford and the Director General, H. Miller be authorized to sign said agreement.

CARRIED

6. CORRESPONDENCE

6.1 Association des policières et policiers provinciaux du Québec

C17-07-054

It was moved by D. Gray to deny the request from the Association des policières et policiers provinciaux du Québec for a financial contribution in exchange for publicity. Publicity costs begin at \$ 299.00 for 1/10 of a page.

CARRIED

6.2 MRC de la Côte-de-Gaspé

C17-07-055

It was moved by G. Briand .to grant the request from MRC de la Côte de Gaspé to contribute financially, in the amount of \$1,000.00, for a second year, to their Family Planner. Information from the schools in the area is published in the document in both English and French.

CARRIED

6.3 ESTA-AEES Change of Address

On July 1, 2017 the Eastern Shores Teachers Association (ESTA) will have its offices relocated to 80, boulevard Gerard-D.-Levesque, New Carlisle, QC G0C 1Z0 (The Anchor).

6.4 MEES – Ajout de gymnases

On June 19, 2017, a , a letter was received from the MEES (dated June 12, 2017) informing the Board that the gymnasium project for Shigawake-Port-Daniel School was retained under measure 50514 “Ajout de gymnases – budget additionnel”

6.5 MEES – Additional full-time Pre-K (4 yr olds)

On June 22, 2017, a letter was received from the MEES (dated June 12, 2017) informing the Board that the MEES has authorized an additional Full-Time Pre-K 4 yr. old class. This would put ESSB with three full time Pre- K Classes.

6.6 RSEQ-Est-de-Québec

C17-07-056

It was moved by G. Briand .to renew the membership with RSEQ-Est-Du-Quebec for the 2017-2018 school year; and

That **Pat Drohan** and **Mark Gallibois** be named as delegates for Eastern Shores School Board.

CARRIED

6.7 Congratulation Letter

A letter was received from Ray Venables former ESTA President, applauding the by law 8, the calendar of meetings for the 2017-2018 school year. For the 2017-2018 school year the monthly Executive and Council meetings will be held in the evenings.

7. **CAPITAL / BUILDINGS**

7.1 **Metis Beach**

WHEREAS the services of PROULXSAVARD + CCM2 consortium d'architectes published a call to tender for the Metis Beach School addition project in accordance with mesure "Ajout d'espace pour la formation générale du Plan Québécois des infrastructures 2015-2025";

WHEREAS the bids were opened on July 14, 2017, in Quebec City, as stated in the call to tender;

WHEREAS PROULXSAVARD + CCM2 consortium d'architectes verified all the bids and recommend to retain the bid from **Habitat Construction Matane(1986 inc.)** to complete the Metis Beach School addition project;

C17-07-057

It was moved by D. Gray that, as recommended by PROULXSAVARD + CCM2 consortium d'architectes, that Eastern Shores School Board engage the services of **Habitat Construction Matane (1986 inc.)** in the amount of **\$ 8,366,519.00** plus tax to complete the Metis Beach School addition project; and

That, Howard Miller, Director General, and Wade Gifford, Chair, be authorized to sign for and in the name of the school board all documents pertaining to the abovementioned project.

CARRIED

7.2 **New Richmond High School – Parking Lot**

C17-07-058

It was moved by K. Imhoff to engage **Les Entreprises PEC** in the amount of **\$ 38,338.00** plus tax to complete the additional parking space at New Richmond High School.

CARRIED

8. **FINANCIAL SERVICES**

8.1 **ClicSÉQUR – Entreprises - Mon Dossier pour les Entreprises**

CONSIDERING that Clic Revenu has become "Mon dossier" for business;

C17-07-059

IT WAS MOVED by G. Briand that Suzanne Ward, Director of Financial Services be authorized the following:

- to register Eastern Shores School Board in Revenu Québec's dossiers;
- to manage the registration of the school board with clicSÉQUR –Entreprises;
- to manage the registration of the school board with "Mon dossier" for business and to complete all that is useful and necessary to complete the registration;
- to fulfil the role and assume the responsibilities as the person in charge of the electronic services described in the user conditions of "Mon dossier" for businesses, particularly with providing access to users or granting power of attorney;
- to consult the files of the school board and to act in the name of and for the school board's account for all of the taxation periods and taxation years (past present and future) including the power to participate in negotiations with Revenu Quebec concerning all the information that the latter may have regarding the school board for the application or execution of fiscal laws, the *loi sur la taxe d'accise* and *la loi facilitant le paiement des pensions alimentaires*, by telephone, in person, by written or on-line services.

CARRIED

FRANÇAIS

CONSIDÉRANT le fait que Clic Revenu est devenu Mon dossier pour les entreprises,

Il est proposé par G. Briand que Ward, Suzanne; Directrice des Service des ressources financières soit autorisée à :

- À inscrire l'entreprise aux fichiers de Revenu Québec;
- À gérer l'inscription de l'entreprise à clicSÉQR – Entreprises;
- À gérer l'inscription de l'entreprise à Mon dossier pour les entreprises et, généralement, à faire tout ce qui est utile et nécessaire à cette fin;
- À remplir les rôles et à assumer les responsabilités du responsable des services électroniques décrits dans les conditions d'utilisation de Mon dossier pour les entreprises, notamment en donnant aux utilisateurs de l'entreprise une autorisation ou une procuration;
- À consulter le dossier de l'entreprise et à agir au nom et pour le compte de l'entreprise, pour toutes les périodes et toutes les années d'imposition (passées, courantes et futures), ce qui inclut le pouvoir de participer à toute négociation avec Revenu Québec, en ce qui concerne tous les renseignements que ce dernier détient au sujet de l'entreprise pour l'application ou l'exécution des lois fiscales, de la *Loi sur la taxe d'accise* et de la *Loi facilitant le paiement des pensions alimentaires*, en communiquant avec lui par téléphone, en personne, par écrit ou au moyen de services en ligne.

ADOPTÉ

9. DIRECTOR GENERAL

9.1 Out-of-Province Travel

C17-07-060 It was moved by G. Hayes to approve the request from Lisa Mosher to travel out of province to attend a Mental Health Issues in Public Education workshop in Nova Scotia from July 19-21, 2017. Funding is to come from management PIC.

CARRIED

9.2 Director General's Report

During the presentation of the Director General's report, Commissioner Gray commented on item 3: Potential ESSB Students in Rivière-du-Loup. Mr. Gray was not satisfied with the report given by the DG and wanted to personally investigate further the inquiry from a citizen from Rivière-du-Loup regarding the possibility of establishing an English School in that area. Mr. Gray demanded that Mr. Miller provide him with the personal contact information for said individual, to which Mr. Miller replied that Mr. Gray wished to act in an administrative, rather than a commissioner's role. Mr. Miller then requested that the exchange be recorded in the minutes.

C17-07-061 It was moved by K. Imhoff to accept the Director General's report as presented.

CARRIED

10. HUMAN RESOURCES

10.1 Regular Engagements – Support

10.1.1 Flemming Elementary School

C17-07-062 It was moved by M.E. Beaulieu to engage **Sandra Mercier**, as a School Secretary at Flemming Elementary School for 35 hours per week effective August 14, 2017.

CARRIED

10.1.2 Fermont School

C17-07-063 It was moved by M. E. Bealieu to engage **Lynn Savoie**, as a School Secretary at Fermont School for 12 hours and 36 minutes per week, effective August 14, 2017.

CARRIED

10.1.3 Evergreen High School

C17-07-064 It was moved by G. Briand to engage **Nancy Bujold**, as a School Secretary at Evergreen High School for 9 hours per week, effective August 14, 2017.

CARRIED

10.2 Regular Engagements – Teachers

10.2.1 Metis Beach School

C17-07-065 It is moved by D. Gray to engage **Josée Lavallée**, in a full-time teaching position at Metis Beach School.

CARRIED

10.2.2 New Carlisle High School

C17-07-066 It is moved by M. Clarke to engage **Veronique Cyr**, in a full-time teaching position at New Carlisle High School.

CARRIED

10.3 Regular Engagements – Management

C17-07-067 It is moved by G. Briand to engage **Leslie LeMasurier**, in a part-time Administration Officer position, at Wakeham Adult and Vocational Education Centre for 17.5 hours per week ; effective August 21, 2017.

CARRIED

10.4 Non-Reengagements / Position Abolishment's

C17-07-068 It is moved by G. Briand to abolish the following special education support positions:

School	Position	Status	2016-2017 Hours
Anchor	Attendant	Regular Part-time	24
BCHS	Attendant	Regular Part Time	12
BCHS	Attendant	Regular Part Time	8
BCHS	Special Education Technician	Regular Part Time	17
Belle Anse	Attendant	Regular Part Time	10
EIS	Attendant	Regular Part Time	25
EIS	Attendant	Regular Part Time	10
EIS	Attendant	Regular Part Time	5
EIS	Attendant	Regular Part Time	5
Evergreen	Attendant	Regular Part Time	15
Fermont	Attendant	Regular Part Time	5
Fermont	Attendant	Regular Part Time	10
Fermont	Special Education Technician	Regular Part Time	15
Flemming	Attendant	Regular Part-Time	22
Flemming	Attendant	Regular Part Time	18
GES	Attendant	Regular Part-time	24
GES	Attendant	Regular Part-Time	20
GES	Attendant	Regular Part-Time	10
GPS	Attendant	Regular Part-Time	25
GPS	Attendant	Regular Part-time	21
GIS	Attendant	Regular Part-Time	20
MBS	Attendant	Regular Part Time	8
NCHS	Attendant	Regular Part-Time	20
NRHS	Attendant	Regular Part Time	23
QEHS	Attendant	Regular Part Time	25
Riverview	Attendant	Regular Part-Time	20
Riverview	Attendant	Regular Part Time	15
St Patrick's	Attendant	Regular Part Time	5

CARRIED

11. **VARIA**

11.1 **Entry Island**

WHEREAS Eastern Shores School Board closed Entry Island School on June 30, 2016 for lack of student population then and in the foreseeable future;

WHEREAS resolution C16-06-800 was adopted to begin the process to alienate the building;

WHEREAS it is the wishes of the Council of Commissioners of Eastern Shores School Board to support the community of Entry Island by ensuring that the former school building continue to serve the needs of that community;

C17-07-069

THEREFORE, with a view to terminating the previous process to alienate the building by public tender, it was moved by K. Dickson to rescind resolution C16-06-800 which reads as follows:

***WHEREAS** as of June 30, 2016 Entry Island School situated at 213, School House Road, Entry Island, Quebec will no longer be delivering Educational Services;*

***WHEREAS** in accordance with article 3 of the Regulations respecting the norms, conditions and procedures for disposing an immovable of a school board (RLRQ chapter I-13,r.7) a school board who wishes to dispose of an immovable having a value over \$100, 000.00 must obtain the authorization from the Ministère de l'Éducation et de l'Enseignement supérieur ;*

***IT WAS MOVED** by G. Hayes to mandate the Superintendent of Services, T. Renouf as of July 1, 2016 to present the request to dispose of the immovable situated on lot number 4 272 228 on Entry Island to the Ministère de l'Éducation et de l'Enseignement supérieur; and*

***THAT** the chairperson and Director General be authorized to sign for and in the name of Eastern Shores School Board the necessary documents to dispose of the immovable;*

IT WAS FURTHER resolved to address a letter to the Ministère de l'Éducation et de l'Enseignement supérieur asking for authorization to dispose of the immovable situated on lot number 4 272 228 on Entry Island by mutual agreement (gré à gré) to the Council for Anglophone Magdalen Islanders (CAMI); and

THAT a request be made to the Minister to consider a sale price of \$18, 000.00 to CAMI through a mutual agreement (gré à gré); and

THAT a clause stating that the school board shall retain the right to first refusal on any eventual resale of the property by CAMI be included in the deed of sale.

CARRIED

11.2 **Photocopier**

C17-07-070

It was moved by M. Clarke to enter into a 60 month lease with Xerox for a new photocopier. A trimestral payment in the amount of \$ 2,114.15 taxes included.

CARRIED

12. **ADJOURNMENT at 3:04 P.M.**

C17-07-071

It was moved by K. Mackenzie that there being no further business the meeting adjourn.

CARRIED

Secretary General

Chairperson