

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 at 40 Mountsorrel, New Carlisle, Quebec on Tuesday, March 17, 2020 at the hour of 6:30 p.m. The following persons were present:

COMMISSIONERS: W. Gifford Chairperson  
M. E. Beaulieu (videoconference)  
K. Eldridge, Vice-Chair (videoconference)  
M. Chesser (videoconference)  
L. Martin (videoconference)  
M. Clarke (telephone)  
G. Hayes (telephone)  
G. Briand (telephone)  
D. Bourgouin (telephone)  
R. Mundle (Video Conference)

PARENT COMMISSIONER: K. Mackenzie (videoconference)  
J. Davies (videoconference)  
C. Carney (telephone)

DIRECTOR GENERAL: H. Wood  
INTERIM SECRETARY GENERAL: M.A. Cooke

OTHERS: D. Smith; Director of Human Resources (videoconference)  
T. Renouf; Superintendent of Services (telephone)

ABSENT: K. Dickson, D. Martin

Due to the Coronavirus (COVID-19), the chairperson requested that all commissioners and directors who have items to present to Council attend the meeting by videoconferencing or by telephone.

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

1. **CONFLICT OF INTEREST**

No conflicts declared at this time.

2. **APPROVAL OF THE AGENDA**

C20-03-533

It was moved by G. Briand that the agenda for this regular meeting of the Council of Commissioners of Eastern Shores School Board be approved with the following addition to item 8.8:

8.8.4. Ethics Commissioner and Contract

CARRIED

3. **READING AND APPROVAL OF THE MINUTES**

3.1 **Reading of the Minutes of February 18, 2020**

C20-03-534

It was moved by M. Chesser that whereas the minutes of the regular meeting of the Council of Commissioners of Eastern Shores School Board held on February 18, 2020 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 Approval of the Minutes of February 18, 2020**

C20-03-535

It was moved by G. Hayes that the minutes of the regular meeting of the Council of Commissioners of Eastern Shores School Board held on February 18, 2020 be approved.  
CARRIED

**4. BUSINESS ARISING FROM THE MINUTES**

**4.1 International Students Dossier**

Due to the rapid transmission of COVID-19, Canadian borders have been closed to foreign travelers; therefore, no international students will be permitted to enter Canada at this time. This dossier will be reviewed at the Council of Commissioners meeting in April.

**5. CORRESPONDENCE**

**5.1 Unité régionale loisir et sport Gaspésie-Îles-de-la-Madeleine (URLS)**

C20-03-536

It was moved by K. Eldridge to renew the membership with the Unité Régionale loisir et sport Gaspésie-Îles-de-la-Madeleine (URLS) in the amount of \$ 184.95 for the 2020-2021 school year ; and

That the following individuals be delegated to represent Eastern Shores School Board (ESSB) at the annual general assembly of the URLS:

- Ashley Milligan
- Sandy Astles

CARRIED

**6. CHAIR'S REPORT**

Mr. Gifford gave a verbal report of his activities since the last board meeting.

**7. DIRECTOR GENERAL'S REPORT**

Mr. Wood gave a verbal report of his activities in the last month. He informed Council that all travel and meetings with ESSB's various partners have been canceled or are being held via online connections.

He also informed Council of a new process put in place in which department administrators who will now deposit a monthly report in the SharePoint portal for Commissioners to read before the monthly meetings.

**7.1 Assistant Director General's position**

**WHEREAS** the numerous obligations of the Director General will increase with the implantation of Bill 40;

**WHEREAS** the School Board in accordance with article 198 of the Quebec Education Act must appoint an Assistant Director General:

C20-03-537

**IT WAS MOVED BY** G. Briand to post the position of a full time Assistant Director General; and

**THAT** the effective start date be determined by the Director General in conjunction with the needs of the School Board.

CARRIED

8. **DEPARTMENT REPORTS**

8.1 **Educational Services**

8.1.1 **Information Document**

The monthly Educational Services Newsletter was deposited with Council. (Document on file)

8.1.2 **Rescind Resolution C15-06-591 to repeal policy ES-121- Homeschooling**

**WHEREAS** the regulations governing homeschooling is included in the Quebec Education Act;

**WHEREAS** policy ES 121 – Homeschooling adopted by resolution C15-06-591 is no longer applicable;

C20-03-538

**IT WAS MOVED** by G. Briand to rescind resolution C15-06-591 effectively revoking policy ES-121 - Homeschooling.

CARRIED

8.2 **Complementary Services**

A report pertaining to the activities of the Special Needs Advisory Committee (SNAC) was deposited with Council. (Document on file)

8.3 **Adult and Vocational Education Services**

A report pertaining to the Adult and Vocational Education Department was deposited with Council. (Document on file)

8.4 **Finance**

No Items

8.5 **Human Resources**

A report pertaining to the Human Resources Department was deposited with Council. (Document on file)

8.6 **Material Resources**

8.6.1 **Photocopying contract**

**WHEREAS** as a invitation to tender was extended for the purpose of replacing the photocopying equipment in 11 locations;

**WHEREAS** a bid was received from Xerox Canada in the amount of \$76,474.20 before taxes;

**WHEREAS** the term of the leasing contract is for 60 months;

**WHEREAS** the buildings committee is recommending the approval of the contract with Xerox Canada;

C20-03-539

**IT WAS MOVED** by M. Clarke to approve the contract for 11 photocopiers at a cost of \$76,474.20 before taxes for a 60 month term; and

**THAT** Trevor Renouf, Superintendent of Services, be authorised to sign all documents pertaining to the abovementioned contract.

CARRIED

8.6.2 **Material Resources Report**

A report pertaining to the Material Resources Department was deposited with Council. (Document on file)

8.7 **Transportation**

A report pertaining to the Transportation Department was deposited with Council.  
(Document on file)

8.8 **Secretary General**

8.8.1 **Ad Hoc Committee Report – Sept-Iles Dossier**

**WHEREAS** Queen Elizabeth High School, Flemming Elementary School and Northern Lights Adult and Vocational Education Centre were the object of studies during the 2019-2020 school year;

**WHEREAS** said study concluded that, no modifications to the level of instruction in any of the schools are required, nor are any closures deemed necessary in the future;

**WHEREAS** the governing boards of Queen Elizabeth High School and Flemming Elementary School and the administrator of Northern Lights Adult and Vocational Centre all agreed to move Northern Lights Adult and Vocational Centre to available spaces in Queen Elizabeth High School and that Flemming Elementary expand into the Northern Lights building;

**WHEREAS** Flemming Elementary School will now occupy space in two buildings;

C20-03-540

**IT WAS MOVED** by K. Eldridge to modify the Deeds of Establishment of Flemming Elementary School to include the address of 530, avenue Brochu, Sept-Iles, QC, as a second building offering services to Flemming Elementary School; and

**THAT** Northern Lights Adult and Vocational Centre's Deed of Establishment be modified to reflect the address of Queen Elizabeth High School at 95 rue Père Divet, Sept-Iles, QC.

CARRIED

8.8.2 **Ad Hoc Report – Riverview**

**WHEREAS** Riverview was the object of a study during the 2019-2020 school year;

**WHEREAS** said study indicated that a potential change to the level of instruction may be envisioned in upcoming years due to a lack of enrolment at the secondary III level;

**WHEREAS** during the 2019-2020 school year there were no students at the secondary I, II, III levels;

**WHEREAS** projected enrolment for the 2020-2021 school year is four (4) students in secondary I, zero (0) students in secondary II and zero (0) students in secondary III;

**WHEREAS** past enrolment trends indicate that the retention of students at the secondary level diminishes significantly as each subsequent level is reached;

C20-03-541

**IT WAS MOVED** by M.E. Beaulieu to continue to monitor the enrolment trends at the secondary level during the 2020-2021 and 2021-2022 school years closely; and

**THAT** dependant upon the enrolment figures submitted during March 2022 that changes to the level of instruction be considered.

CARRIED

**8.8.3 2020-2023 Three year plan of Immoveables**

**WHEREAS** the 2020-2023 Three Year Plan of Immoveables with distributed for Consultation;

**WHEREAS** no comments were received from this consultation;

C20-03-542

**IT WAS MOVED** by G. Briand to approve the 2020-2023 Three Year Plan of Immoveables as presented. (Document on file)

CARRIED

**8.8.4 Ethics Commissioner and Contract**

**WHEREAS** the contract with the Ethics Commissioner has expired;

C20-03-543

**IT WAS MOVED** by G. Briand to enter into a contract with Mr. Donatien Grenier to as Ethics Commissioner for a two-year period effective from January 1, 2020 to December 31, 2021.

CARRIED

**8.8.5 Notice of motion for By-Laws 12 & 13**

Notice of motion was given by Commissioner K. Eldridge to adopt the following By-Laws at the next sitting of the Council of Commissioners on April 21, 2020:

- By-Law 12- Delegations to the Superintendent of Services
- By-Law 13- Delegations to the Director of Financial Services

**8.9 Information Technology**

No items.

**9. QUESTION PERIOD**

No Items

**10 DATES OF NEXT MEETINGS**

**APRIL 21, 2020**

Executive: 6:00 p.m.  
Council: 6:30 p.m.

**11. VARIA**

No items

**12. ADJOURNMENT at 7:11 P.M.**

C20-03-544

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

CARRIED

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Secretary General

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Chairperson