

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, November 10, 2020, at the hour of 6:30 p.m. The following persons were present:

CHAIRPERSON:

Wade Gifford, 9, Sheppard Street, New Carlisle, QC, G0C 1Z0 (in-person)

COMMISSIONERS:

Mary Ellen Beaulieu, 89, avenue Champlain, Baie-Comeau, QC G4Z 1L9
Keith Eldridge, 3510-10, Nicolas-Levesque, Sept-Iles, QC, G4R 0T2
Michael Chesser, 117, Blvd Gerard-D-Levesque, New Carlisle, QC G0C 1Z0
Nancy Doddridge, 160, Main Street, Gesgapegiag QC, G0C 1Y1
Mike Clarke, 13, Mountsorrel, New Carlisle, QC, G0C 1Z0
George Hayes, 98 Route 132, Shigawake, QC, G0C 3E0
Doug Hunt, 236, Rte. 132, Pabos Mills, QC, G0C 2J0
Donald Bourgoïn, 3 McCallum Street, QC G4X 2H3
Kerry Dickson, 235, Chemin Principale, Grosse Isle, QC G4T 6A5

PARENT COMMISSIONERS:

Jackie Bizeau, 801, Brochu, Sept-Îles, QC G4R 2Y4
Melanie Leblanc, 24, rte McClaren, Métis-sur-Mer, QC, G0J 1S0
Kathy Mackenzie, 209, Route 132 Port-Daniel, QC G0C 2N0
Adam Renouf, 321, Rte. 132 Ouest, Hopetown, QC, G0C 3C1

DIRECTOR GENERAL:

H. Wood (in-person)

ASSISTANT DIRECTOR GENERAL:

J. Bradbury; Director of Adult and Vocational Education Services

SECRETARY GENERAL:

D. Smith; Director of Human Resources (in-person)

RECORDING SECRETARY:

M.A Cooke (in-person)

OTHERS:

L. Mosher; Director of Education Services
S. Ward; Director of Financial Services
D. Simoneau; Coordinator of Human Resources

ABSENT:

Ronald Mundle, 507 Montée Wakeham, Gaspé, QC G4X 2P5

1. OPENING OF THE MEETING

Following the sanitary measures put in place by Public Health to combat the COVID-19 Pandemic, this meeting of the Council of Commissioners was held on-line with four above-mentioned individuals present at the administrative offices of the board.

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

2. CONFLICT OF INTEREST

The Declaration of Interest forms were distributed to Council electronically, commissioners and administrators are asked to complete the forms and deposit them with the Secretary General.

3. **OATH OF OFFICE**

In accordance with article 164 of the School Board Elections Act, H. Wood, Director General, distributed the Oath of Office forms electronically to all the Parent-Commissioners who then read the oath through video conferencing in the virtual presence of the Director General and were duly sworn in. Completed forms will be deposited with the Returning Officer.

The newly acclaimed commissioners Beaulieu, Chesser, Clarke, Hayes, Hunt, Bourgouin, Mundle, and Dickson were sworn in on October 26, 2020, through video conferencing in the virtual presence of the Director General, H. Wood, and the Returning Officer, J. Main. Completed forms will be deposited with the Returning Officer.

4. **DECLARATION OF RESULTS**

Ms. June Main, Returning Officer, deposited with the Director General, of Eastern Shores School Board, the results of the elections scheduled for November 1, 2020. The following individuals were declared elected to the following positions:

Chairperson	Mr. Wade Gifford	by acclamation
Ward 1	Ms. Mary-Ellen Beaulieu	by acclamation
Ward 2	Mr. Keith Eldridge	Vacant
Ward 3	Mr. Michael Chesser	by acclamation
Ward 4	Ms. Nancy Doddridge	Vacant
Ward 5	Mr. Mike Clarke	by acclamation
Ward 6	Mr. George Hayes	by acclamation
Ward 7	Mr. Doug Hunt	by acclamation
Ward 8	Mr. Donald Bourgouin	by acclamation
Ward 9	Mr. Ronald Mundle	by acclamation
Ward 10	Mr. Kerry Dickson	by acclamation

Parent-Commissioner –Elementary	Kathy Mackenzie
Parent-Commissioner- Secondary	Melanie Leblanc
Parent-Commissioner- Member at large	Jackie Bizeau
Parent-Commissioner- Special Needs	Adam Renouf

5. **COMPOSITION OF THE COUNCIL OF COMMISSIONERS**

5.1 **Co-opted commissioner**

WHEREAS in accordance with Article 143 (3) if the members of the council of commissioners consider it necessary, they may appoint a maximum of two commissioners co-opted by a majority of at least two-thirds of the council members.

WHEREAS the Eastern Shores School Board Council of Commissioners is composed of one chairperson, ten commissioners, and four parent commissioners for a total of 15 members;

C20-11-635

IT WAS MOVED BY M. Clarke that the addition of one or two co-opted commissioners is deemed unnecessary at this time.

CARRIED

6. **NOMINATION OF THE PRESIDENT OF ELECTION AND TWO SCRUTINEERS**

6.1 **Nomination President of Elections and Two Scrutineers**

Commissioner D. Bourgouin requested that Diane Smith act as president of elections and that Hugh Wood and Sue Ward be named as scrutineers for the election of the Vice-Chairperson of the Council of Commissioners of Eastern Shores School Board and the election of the members of the Executive Committee.

7 **ELECTION OF THE VICE-CHAIR**

C20-11-636 It was moved by D. Bourgouin that Ron Mundle be nominated for the position of Vice-Chair of the Council of Commissioners of Eastern Shores School Board. CARRIED

C20-11-637 It was moved by K. Eldridge that Mike Clarke be nominated for the position of Vice-Chair of the Council of Commissioners of Eastern Shores School Board. CARRIED

D. Smith repeated the call for nominations three times, then declared nominations ceased.

C20-11-638 It was moved by M. Leblanc that nominations cease. CARRIED

Because of the virtual presence of Commissioners due to COVID-19, an anonymous electronic voting process was put in place

The on-line ballot to elect the Vice-chairperson of the Council of Commissioners of Eastern Shores School Board resulted in the election of Michael Clarke as Vice-chairperson.

C20-11-639 It was moved by K. Dickson that the electronic ballots be destroyed. CARRIED

8. **EXECUTIVE COMMITTEE MANDATE**

8.1 **Term of Office**

WHEREAS article 179 of the Education Act indicates that the Council of Commissioners shall determine the term of office of the members of the Executive Committee;

C20-11-640 **IT WAS MOVED BY** K. Eldridge that the term of office of the Executive Committee of Eastern Shores School Board be established as a two-year mandate. CARRIED

9. **EXECUTIVE COMMITTEE CONFIGURATION**

9.1 **Executive Configuration**

WHEREAS article 179 of the Education Act indicates that the Council of Commissioners shall establish an Executive committee composed of the number of commissioners it determines, including the chair, at least one commissioner representing the parent's committee, and at least one co-opted commissioner if any;

WHEREAS the Council of Commissioner adopted by resolution C20-06-579 The Rules of order and Procedure for meetings of the Council of Commissioners and the Terms of Reference on June 16, 2020;

WHEREAS The Terms of Reference for the Executive Committee state that the Executive Committee be composed of 4 Commissioners, the chair, at least one Parent Commissioner, and at least one Co-opted Commissioner if any.

C20-11-641 **IT WAS MOVED BY** M. Leblanc that the Executive Committee of Eastern Shores School Board be composed of the Chair, four (4) commissioners, and one parent commissioner for a total of 6 members. CARRIED

10. **ELECTION OF MEMBERS OF EXECUTIVE COMMITTEE**

Wade Gifford, elected as Chairperson of the Council of Commissioners by universal suffrage, is automatically a member of the Executive Committee.

C20-11-642 It was moved by K. Mackenzie that Commissioner Kerry Dickson be nominated to sit on the Executive Committee of Eastern Shores School Board. CARRIED

C20-11-643 It was moved by M. Chesser that Commissioner George Hayes be nominated to sit on the Executive Committee of Eastern Shores School Board. CARRIED

C20-11-644 It was moved by K. Dickson that Commissioner Mike Clarke be nominated to sit on the Executive Committee of Eastern Shores School Board. CARRIED

C20-11-645 It was moved by G. Hayes that Commissioner Ron Mundle be nominated to sit on the Executive Committee of Eastern Shores School Board. CARRIED

C20-11-646 It was moved by J. Bizeau that Commissioner Mary Ellen Beaulieu be nominated to sit on the Executive Committee of Eastern Shores School Board. CARRIED

C20-11-647 It was moved by D. Hunt that Commissioner Don Bourgouin be nominated to sit on the Executive Committee of Eastern Shores School Board. CARRIED

C20-11-648 It was moved by M. Chesser that Parent-Commissioner Kathy Mackenzie be nominated to sit on the Executive Committee of Eastern Shores School Board. CARRIED

C20-11-649 It was moved by D. Bourgouin that Parent-Commissioner Melanie Leblanc be nominated to sit on the Executive Committee of Eastern Shores School Board. CARRIED

C20-11-650 It was moved by M. E. Beaulieu that Parent-Commissioner Jackie Bizeau be nominated to sit on the Executive Committee of Eastern Shores School Board. CARRIED

D. Smith called three times for further nominations then declared nominations ceased.

C20-11-651 It was moved by K. Dickson that nominations cease. CARRIED

All candidates were asked if they accepted their nominations. Jackie Bizeau respectfully declined her nomination. All others accepted their nominations.

Following the results of the electronic online voting process, the Executive Committee of Eastern Shores School Board is composed of the following commissioners:

Chairperson: Wade Gifford **Parent Commissioner:** Kathy Mackenzie

Commissioners: Mike Clarke
Ron Mundle
K. Dickson
G. Hayes

C20-11-652 It was moved by M. Chesser that the electronic ballots be destroyed. CARRIED

11. **APPROVAL OF THE AGENDA**

C20-11-653

It was moved by N. Doddridge that the agenda for this regular meeting of the Council of Commissioners of Eastern Shores School Board be approved with the addition of the following item to Item 22: Varia

New Carlisle High School Governing Board letter.

CARRIED

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

12.1 **Reading of the minutes**

12.1.1 **September 23, 2020**

C20-11-654

It was moved by K. Mackenzie that whereas the minutes of the regular meeting of the Council of Commissioners of Eastern Shores School Board held on September 23, 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

12.2 **Approval of the minutes**

12.2.1 **September 23, 2020**

C20-11-655

It was moved by K. Eldridge that the minutes of the regular meeting of the Council of Commissioners of Eastern Shores School Board held on September 23, 2020, be approved.

CARRIED

13. **BUSINESS ARISING FROM THE MINUTES**

No items.

14. **COMMISSIONER COMMITTEES**

WHEREAS in accordance with article 193.1 of the Education Act, the Council of Commissioners must establish the following committees:

- Human Resources Committee
- Governance and Ethics Committee
- Audit Committee

WHEREAS in accordance with article 188 of the Education Act the school board shall establish an advisory committee on transportation the composition, operation, and functions of which shall meet the norms established by government regulation:

C20-11-656

IT WAS MOVED by K. Mackenzie that the following mandated and recommended committees of the Education Act and other optional committees deemed necessary to ensure the proper functioning of the school board be formed and that members of said committees be delegated as follows:

AUDIT

W. Gifford
M. Chesser
D. Bourgouin
M. Leblanc
Director General
Director of Finance

HUMAN RESOURCES

W. Gifford
M. E. Beaulieu
M. Clarke
D. Hunt
K. Dickson
K. Mackenzie
Director of Human Resources

GOVERNANCE AND ETHICS

W. Gifford
K. Eldridge
G. Hayes
D. Hunt
A. Renouf
Director General

TRANSPORTATION

G. Hayes
D. Bourgouin
J. Bizeau
Director of Finance
Superintendent
Principal
Other

BUILDINGS

W. Gifford
M. E. Beaulieu
M. Chesser
D. Bourgouin
R. Mundle
A. Renouf
Director of Finance
Superintendent

CARRIED

15. BY-LAW 8- TO SET THE TIME, DATE, AND LOCATION OF THE EXECUTIVE COMMITTEE AN COUNCIL OF COMMISSIONER MEETINGS.

Notice of motion was given by Commissioner Dickson to adopt amendments to *By-Law 8: To set the time, date, and location of the Executive Committee and Council of Commissioner meetings* for the remainder of the 2020-2021 school year, at the next sitting of the Council of Commissioners on December 9, 2020.

16. COMMISSIONER SALARIES

C20-11-657

It was moved by D. Bourgouin that a committee be struck to analyze and establish commissioner salaries for the 2020-2021 school year in accordance with Decree 1100-2020. The following commissioners were named to the aforementioned committee:

W. Gifford H. Wood
M. Clarke S. Smith
R. Mundle

CARRIED

17. CHAIR’S REPORT

The chair’s report was received and placed on file. Mr. Gifford gave a verbal summary of the contents.

18. DIRECTOR GENERAL’S REPORT

The Director General’s report of activities from September 23, 2020, to November 5, 2020, was received and deposited. Mr. Wood gave a verbal summary of the contents of his report.

19. DEPARTMENT

19.1 Information Technology Services (IT)

No items

19.2 Educational Services

The monthly activity report and newsletter from the Educational Services Department was received and placed on file.

19.3 Complementary Services

No items

19.4 Adult and Vocational Education Services

19.4.1 Activity Report

The monthly activity report from the Adult and Vocational Education Services Department was received and placed on file.

19.4.2 Programme de Plâtrage (5786)

ATTENDU que la Commission scolaire Eastern Shores a reçu une autorisation provisoire d'offrir un DEP en plâtrage (5786) pour l'année scolaire 2016-2017;

ATTENDU que ladite autorisation provisoire a pris fin à la fin de juin 2017;

ATTENDU que le territoire de la Commission scolaire Eastern Shores offre d'excellentes possibilités d'emploi dans ce domaine;

CONSIDÉRANT qu'un intérêt pour ce programme a été démontré par la communauté mi'gmaq de Listuguj ainsi que d'autres clientèles;

CONSIDÉRANT que la commission scolaire souhaite offrir ce programme encore;

C20-11-658

IL EST PROPOSÉ par M. E. Beaulieu que la Commission scolaire Eastern Shores soumet une demande au Ministère de l'Éducation du Québec pour être reconnue comme étant en mesure de continuer à offrir le programme de plâtrage (5786) grâce à une autorisation provisoire.

ADOPTÉ

19.5 Financial Services

No items

19.6 Human Resources

19.6.1 Monthly Activity Report

The report was received and placed on file.

19.6.2 Resolutions

No items

19.7. Material Resources and Transportation

19.7.1 Monthly Activity Report

The monthly report was received for both material resources transportation dossiers and placed on file.

19.7.2 New Carlisle High School Ajout d'Espace

WHEREAS Eastern Shores School Board mandated the architectural company of Bourbeau Proulx and Savard to complete a standardization study (Mise au norm) on New Carlisle High School on April 4, 2018;

WHEREAS said report indicated major corrective measures were needed to put the school up to code;

WHEREAS resolution C18-08-256 was submitted to the ministry requesting the permission to demolish and build a new school under measure 50631;

WHEREAS said request was refused;

WHEREAS the ministry mandated a consulting firm specializing in asset management, PLANIFIKA to inspect 25% of school board buildings;

WHEREAS from that study, preliminary findings indicated a full analysis of New Carlisle High School was needed;

WHEREAS ESSB engaged the consulting firm, PLANIFIKA on September 20, 2020, to complete an all-inclusive study (Bilan de santé) with the final report to be deposited with the board by December 2020;

WHEREAS preliminary findings indicated that the Schools IVP is in the excess of 30% and that the school facilities are outdated/obsolete and do not meet MEQ requirements;

WHEREAS it was recommended by PLANIFIKA to complete a subsequent air quality test;

WHEREAS LE GROUPE GESFOR was mandated to complete a detailed air quality test in New Carlisle High School;

WHEREAS the results from the air quality tests indicated high levels of various contaminants;

WHEREAS public health was contacted and the air quality report was submitted to them;

WHEREAS following the examination of the report, public health advised that the recommended remedial measures indicated in LE GROUPE GESFOR report needed to be completed;

WHEREAS the aforementioned corrective measures needed to be undertaken without the presence of staff and students;

WHEREAS ESSB is analyzing all the possibilities available as well as the option of constructing a new school off-site;

WHEREAS a request was submitted for the replacement of New Carlisle High School (Elementary and Secondary) under the sub-measure 50511 on October 30, 2020;

C20-11-659

IT WAS MOVED BY M. Clarke to ratify the request (ajout d'espace) submitted on October 30, 2020, to the Ministry of Education for the demolition and replacement of New Carlisle High School.

CARRIED

19.8 Secretary General

No items

20 QUESTION PERIOD

No items

21 DATES OF NEXT MEETING

Council: December 9, 2020 @ 6:30 p.m.
Executive: To be determined

22. VARIA

22.1 New Carlisle High School Governing Board Letter

A letter of support addressed to the Council of Commissioners, was received from the Governing Board of New Carlisle High School addressing many issues with the school and indicating items that they would like to see if a new school was to be granted to ESSB.

23. ADJOURNMENT at 8:07 p.m.

C20-11-660

It was moved by M. Clarke that there being no further business the meeting adjourn.

CARRIED

Secretary General

Chairperson