

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, January 26, 2021, at the hour of 6:30 p.m. The following persons were present:

COMMISSIONERS: W. Gifford Chairperson (In-Person)  
M. E. Beaulieu  
K. Eldridge  
M. Chesser  
N. Doddridge (6.50 p.m.)  
M. Clarke, Vice-Chair  
G. Hayes  
D. Hunt  
D. Bourgouin  
R. Mundle  
K. Dickson

PARENT COMMISSIONER: J. Bizeau  
M. Leblanc  
K. Mackenzie  
A. Renouf

DIRECTOR GENERAL: H. Wood (In-Person)  
ASSISTANT DIRECTOR GENERAL: J. Bradbury; Director of Adult and Vocational  
Education  
SECRETARY GENERAL: D. Smith; Director of Human Resources (In-Person)

OTHERS: L. Mosher; Director of Education Services  
S. Ward; Director of Financial Services and Material Resources  
M. Hayes; Director of Information Technology, Transportation and  
School Organization  
S. Astles; Coordinator of Complementary Services (In-Person)

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

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

1. **CONFLICT OF INTEREST**

No conflicts have been declared at this time.

2. **APPROVAL OF THE AGENDA**

C21-01-671

It was moved by K. Mackenzie that the agenda for this regular meeting of the Council of Commissioners of Eastern Shores School Board be approved with the following additions:

Under item 8.10 Secretary General: By-Law 9 Code of Conduct

CARRIED

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

**3.1 Reading of the minutes of December 9, 2020**

C21-01-672

It was moved by M. Clarke that whereas the minutes of the regular meeting of the Council of Commissioners of Eastern Shores School Board held on December 9, 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 December 9, 2020**

C21-01-673

It was moved by J. Bizeau that the minutes of the special meeting of the Council of Commissioners of Eastern Shores School Board held on December 9, 2020, be approved with the following correction:

That the minutes reflect that Parent Commissioner M. Leblanc was absent.

CARRIED

**4. BUSINESS ARISING FROM THE MINUTES**

**4.1 Bullying and Violence Dossier**

Information was brought by Ms. S. Astles, Coordinator of Complementary Services about the updating of information, training and documents regarding the Bullying and Violence dossier. The CPC is concerned with the documents not being parent-friendly and would like to be assured that the School Board is dealing with situations that arise appropriately.

**4.2 Virtual Meetings – Training for users**

Commissioners will be contacted to obtain their training needs and IT will follow up by setting up the training with them.

**5. CORRESPONDENCE**

No items

**6. CHAIR'S REPORT**

The Chair's monthly activity report was received and placed on file.

**7. DIRECTOR GENERAL'S REPORT**

The Director General's monthly activity report was received and placed on file.

**8. DEPARTMENT REPORTS**

**8.1 Information Technology**

The monthly activity report was received and placed on file.

**8.2 Transportation**

The monthly activity report was received and placed on file.

**8.3 School Organization**

The monthly activity report was received and placed on file.

**8.4 Education Services**

The monthly activity report and newsletter were received and placed on file.

**8.5 Complementary Services**

Items were seen under item 4.1 Business Arising

**8.6 Assistant Director General and Adult and Vocational Education Services**

**8.6.1 Report**

The monthly activity report was received from the Assistant Director General for the Adult and Vocational Educational Services and the other dossiers of the Assistant Director General; both reports were placed on file.

**8.6.2 Resolution: Simulators**

**WHEREAS** the *Construction Equipment Operation* (DVS 5720) program requires specialized equipment to train students;

**WHEREAS** article 28 of the "Regulation respecting certain supply contracts of public bodies" states:

*"A supply contract relating to research and development or teaching activities may be entered into by mutual agreement where, due to technical or scientific reasons, only one supplier is able to carry it out and there is no other alternate solution or substitute goods."*

**WHEREAS** an invitation to submit a tender was extended to CM Labs Simulations, a company that can provide simulators needed to enable students of the *Construction Equipment Operation* (DVS 5720) program to learn how to use several different types of equipment;

C21-01-674

**IT WAS MOVED BY** D. Bourgoïn to approve the tender by CM Labs Simulations for the purchase of two Vortex Edge Max simulators with a three-year maintenance package in the amount of \$164,183.00 plus applicable taxes.

CARRIED

### 8.6.3 Rescind resolution C19-04-375

**WHEREAS** resolution C19-04-375 authorized N. Joncas to sign the agreement with Commission Scolaire Chic-Chocs and Entreprise 4283139 Canada Inc. for the sale of one Mazak machine and the storage of the three (3) other machines; One Mazak, two Roberts and the storage of the three (3) other machines; One Mazak, two Roberts; and

**WHEREAS** N. Joncas is no longer in the employ of Eastern Shores School Board; and

**WHEREAS** Commission scolaire Chic-Chocs has changed names and is now known as le Centre de Service scolaire Chic-Chocs; and

**WHEREAS** the description of the equipment to be sold and stored was incomplete;

**WHEREAS** the abovementioned agreement has not been signed;

C21-01-675

It was moved by M. Clarke to rescind resolution C19-04-375 in order to formulate a new resolution approving the sale and storage of equipment and detailing the correct information regarding the machinery.

CARRIED

### 8.6.4 Authorization to sign the agreement with CSS Chic Choc and Entreprise 4283139 Canada Inc for the sale and storage of Machinery in Gaspé

C21-01-676

It was moved by M. Leblanc to authorize the Director General, Hugh Wood, to sign the agreement with CSS Chic Choc and Entreprise 4283139 Canada Inc for the sale of the following equipment:

- One MASAK NEXUS 410 A
- All associated cutting tools and materials associated with said machine

That the storage of the following three machines be included in the agreement:

- MASAK Integrex 100;
- HH Roberts TW-43-HV;
- HH Roberts DX-410X100000N
- Potence Hercule 1 tonne

CARRIED

## 8.7 Financial Services

### 8.7.1 Deposit of Financial Statements

**ATTENDU** qu'en conformité avec les articles 286 et 287 de la Loi sur l'instruction publique, les avis publics ont été placés dans des publications locales; et

**ATTENDU** que le rapport de l'auditeur indépendant et les états financiers en date du 30 juin 2020 ont été présentés par la firme Raymond Chabot Grant Thornton S.E.N.C.R.L. au comité de vérification du 8 décembre 2020;

C21-01-677

**IL EST PROPOSÉ** par G. Hayes et résolu à l'unanimité que le conseil des commissaires accuse réception du rapport de l'auditeur indépendant et des états financiers tels qu'ils ont été soumis.

ADOPTÉ

## 8.8 Material Resources

The monthly activity report was received and placed on file.

**8.9 Human Resources**

The monthly activity report was received and placed on file.

**8.10 Secretary General**

**8.10.1 Notice of Motion**

Notice of motion was given by Commissioner K. Eldridge to adopt amendments to the following By-Laws at the next sitting of the Council of Commissioners on February 23, 2021:

- By-Law 10 – Virtual Participation
- By-Law 9 – Code of Ethics and Professional Conduct

**9. QUESTION PERIOD**

No Items

**10. DATES OF THE NEXT MEETING**

**February 23, 2021**

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

**11. VARIA**

No items

**12. ADJOURNMENT at 8:05 P.M.**

C21-01-678

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

CARRIED

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Secretary General

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Chairperson