

CANADA

PROVINCE OF QUEBEC

EASTERN SHORES SCHOOL BOARD

The special 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, October 5, 2021, at the hour of 6:30 p.m. The following persons were present:

COMMISSIONERS: W. Gifford Chairperson
M. E. Beaulieu (online)
Mederic O'Brien (online)
M. Chesser
Mitchell Syvret-Caplin
Kenneth Ward
G. Hayes
D. Hunt (online)
D. Bourgouin
R. Mundle
K. Dickson

PARENT COMMISSIONER: K. Mackenzie
M. Leblanc (online)
J. Bizeau (online)

DIRECTOR GENERAL: H. Wood
ASSISTANT DIRECTOR GENERAL: J. Bradbury; Assistant Director General and
Director of Adult and Vocational Education
SECRETARY GENERAL: D. Gauthier

OTHERS: S. Ward; Director of Finance (online)
M. Hayes-Dow; Director of Information Technology, School
Organization and Transportation (online)
D. Simoneau; Interim Director of Human Resources

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

1. **CONFLICT OF INTEREST**

Conflict of interest forms were distributed among the Council members and Directors. Forms are to be completed and returned to the Secretary General.

2. **APPOINTMENT OF THE SECRETARY GENERAL**

In accordance with article 76 of By-Law 14: Delegation of Functions and Powers, Mr. Denis Gauthier was appointed part-time Secretary General, effective August 26, 2021.

3. **OATH OF OFFICE**

In accordance with article 164 of the School Board Elections Act, Mr. H. Wood, Director General, distributed the Oath of Office forms to all the newly acclaimed commissioners. Mr. Mederic O'Brien and Mr. Kenneth Ward were sworn in on August 31, 2021, and Mr. Mitchell Syvret-Caplin on September 1, 2021, in the presence of the Director General, H. Wood.

4. DECLARATION OF THE RESULTS

The results of the elections scheduled for September 26, 2021, were deposited on August 26, 2021, by the Returning Officer, Mr. Hugh Wood. The following individuals were declared elected to the following positions:

Ward 2: Mr. Mederic O'Brien	Elected by acclamation
Ward 4: Mr. Mitchell Syvret-Caplin	Elected by acclamation
Ward 5: Mr. Kenneth Ward	Elected by acclamation

5. ELECTION OF A MEMBER TO THE EXECUTIVE COMMITTEE

5.1 Nomination of President of Elections and Scrutineer

WHEREAS the Eastern Shores School Board was in mourning over the death of Commissioner, Mr. Michael Clarke, which occurred on June 19, 2021;

WHEREAS Mr. Clarke was the Vice-Chair of the Council of Commissioners and of the Executive Committee,

WHEREAS article 157 of the Education Act stipulates that any vacancy of the office of vice-chair shall be filled within 30 days;

WHEREAS the August 25, 2021, Council of Commissioners meeting fell in the middle of the school board elections process and was cancelled;

C21-10-758

IT WAS MOVED by Commissioner K. Dickson that Denis Gauthier act as president of elections and that H. Wood be named scrutineer for the election to fill the vacant position on the Executive Committee and for the election to fill the vacant position of Vice-Chair of the Council of Commissioners of Eastern Shores School Board.

CARRIED

5.2 Election of a member of the Executive Committee

K. Dickson nominated Mary-Ellen Beaulieu to sit on the Executive Committee of the Eastern Shores School Board.

D. Hunt nominated D. Bourgouin to sit on the Executive Committee of Eastern Shores School Board.

5.3 Ceasing of the Nominations

The president of elections, Denis Gauthier repeated the call for nominations three times, then declared the nominations ceased.

Commissioner Bourgouin declined his nomination.

Commissioner Mary-Ellen Beaulieu was duly elected to the Executive Committee.

6. ELECTION OF VICE-CHAIR OF THE COUNCIL OF COMMISSIONERS

6.1 Election of the Vice-Chair

G. Hayes nominated Ron Mundle for the position of Vice-Chair of the Council of Commissioners of Eastern Shores School Board

M. Leblanc nominated Mary-Ellen Beaulieu for the position of Vice-Chair of the Council of Commissioners of Eastern Shores School Board.

6.2 Ceasing of the Nominations

The president of elections, Denis Gauthier repeated the call for nominations three times, then declared the nominations ceased.

Both candidates accepted their nominations therefore an anonymous electronic voting process was put in place.

The online ballot to elect the Vice-chairperson of the Council of Commissioners of Eastern Shores School Board resulted in the election of Ron Mundle as Vice-chairperson.

6.3 Destruction of the Ballots

C21-10-759 It was moved by K. Ward that the ballots and results be destroyed. CARRIED

7. APPROVAL OF THE AGENDA

C21-10-760 It was moved by K. Ward that the agenda for this special meeting of the Council of Commissioners of Eastern Shores School Board be approved. CARRIED

8. RESOLUTION ITEMS

8.1 2021-2022 Budget

Tabled to October 27, 2021, Council of Commissioners Meeting

8.2 Board Committees

C21-10-761 It was moved by D. Hunt that the Commissioner Committees be established with the following members:

Audit	Human Resources	Governance and Ethics
M. O'Brien	K. Ward	W. Gifford
M. Chesser	D. Hunt	M.E. Beaulieu
M. Syvret-Caplin	R. Mundle	M. O'Brien
M. Leblanc (Parent)	K. Dickson	M. Syvret-Caplin
Director General	K. Mackenzie (Parent)	D. Hunt
Director of Finance	Director General	Parent-Commissioner (Vacant)
	Director of HR	Director General
		Secretary General
Transportation	Buildings	
G. Hayes	M. E. Beaulieu	
D. Bourgouin	M. Chesser	
J. Bizeau (Parent)	K. Ward	
Director of Finance	D. Bourgouin	
Director of Transportation	Director of Finance / Material Resources	
K. Caldwell (Principal)	C. Pitt (other)	
C. Pitt (Other)		

CARRIED

Item 8.6 was moved up to follow Item 8.3

8.6 **Appointment of Professionals- New School Project**

8.6.1 **L'ADJUDICATION DES CONTRATS DE SERVICE PROFESSIONNELS D'ARCHITECTES POUR LA PRÉPARATION DES PLANS ET DEVIS POUR LA CONSTRUCTION D'UNE NOUVELLE ÉCOLE POUR REMPLACER L'ÉCOLE PRIMAIRE-SECONDAIRE DE NEW CARLISLE.**

CONSIDÉRANT l'appel d'offres paru sur SEAO le 6 juillet 2021, conformément aux exigences de la réglementation en vigueur pour les organismes publics;

CONSIDÉRANT que suite à cet appel d'offres la Commission scolaire Eastern Shores (CSES) a reçu 2 offres d'architectes (incluant aménagement extérieur);

CONSIDÉRANT que ces offres ont été jugées admissibles et conformes au document d'appel d'offres publié sur SEAO par le secrétaire du comité de sélection nommé par la CSES et accompagnées d'un témoin à l'occasion de l'ouverture des soumissions le 3 septembre 2021 dans les bureaux de la Commission scolaire Eastern Shores (CSES);

CONSIDÉRANT que les 3 membres du comité de sélection nommé par la CSES ont procédé individuellement et indépendamment à l'évaluation des firmes en conformité avec les critères de sélection clairement identifiés dans le document d'appel d'offres;

CONSIDÉRANT que les membres du comité de sélection se sont réunis par vidéoconférence (TEAMS) le 17 septembre 2021 à 13h00 en présence du secrétaire du comité de sélection, afin de faire part des résultats de leur évaluation pour que le secrétaire puisse les compiler;

CONSIDÉRANT qu'à la suite de cet exercice il en est résulté que la firme d'architecte Architecte d'Aujourd'hui a obtenu pour la spécialité d'architecture (incluant aménagement extérieur) la plus haute note, soit 93,2 %;

LE COMITÉ DE SÉLECTION RECOMMANDE DONC AU CONSEIL DES COMMISSAIRES DE LA COMMISSION SCOLAIRE EASTERN SHORES DE LEUR ADJUGER LE CONTRAT ET EN CONSÉQUENCE D'AUTORISER M. HUGH WOOD, DIRECTEUR GÉNÉRAL DE LA CSES À SIGNER LESDITS CONTRATS ET À LES FAIRE PARVENIR À CHACUNE DES FIRMES POUR LEUR SIGNATURE.

C21-10-762

Il est proposé par M.E. Beaulieu d'approuver la recommandation du comité de sélection d'adjuger les services de la firme Architecte d'Aujourd'hui.

APPROVÉ

8.6.2 L'ADJUDICATION DES CONTRATS DE SERVICE PROFESSIONNELS D'INGÉNIEURS POUR LA PRÉPARATION DES PLANS ET DEVIS POUR LA CONSTRUCTION D'UNE NOUVELLE ÉCOLE POUR REMPLACER L'ÉCOLE PRIMAIRE-SECONDAIRE DE NEW CARLISLE.

CONSIDÉRANT l'appel d'offres paru sur SEAO le 6 juillet 2021, conformément aux exigences de la réglementation en vigueur pour les organismes publics;

CONSIDÉRANT que suite à cet appel d'offres la Commission scolaire Eastern Shores (CSES) a reçu 5 offres d'ingénieurs (civil, structure, mécanique et électricité);

CONSIDÉRANT que ces offres ont été jugées admissibles et conformes au document d'appel d'offres publié sur SEAO par le secrétaire du comité de sélection nommé par la CSES et accompagnées d'un témoin à l'occasion de l'ouverture des soumissions le 3 septembre 2021 dans les bureaux de la Commission scolaire Eastern Shores (CSES);

CONSIDÉRANT que les 3 membres du comité de sélection nommé par la CSES ont procédé individuellement et indépendamment à l'évaluation des firmes en conformité avec les critères de sélection clairement identifiés dans le document d'appel d'offres;

CONSIDÉRANT que les membres du comité de sélection se sont réunis par vidéoconférence (TEAMS) le 17 septembre 2021 à 13h00 en présence du secrétaire du comité de sélection, afin de faire part des résultats de leur évaluation pour que le secrétaire puisse les compiler;

CONSIDÉRANT qu'à la suite de cet exercice il en est résulté que la firme d'ingénieur LGT inc. a obtenu pour la spécialité d'ingénierie (civil, structure, mécanique, et électricité) la plus haute note soit 94,7 %;

LE COMITÉ DE SÉLECTION RECOMMANDE DONC AU CONSEIL DES COMMISSAIRES DE LA COMMISSION SCOLAIRE EASTERN SHORES DE LEUR ADJUGER LE CONTRAT ET EN CONSÉQUENCE D'AUTORISER M. HUGH WOOD, DIRECTEUR GÉNÉRAL DE LA CSES À SIGNER LESDITS CONTRATS ET À LES FAIRE PARVENIR À CHACUNE DES FIRMES POUR LEUR SIGNATURE.

C21-10-763

Il est proposé par K. Mackenzie d'approuver la recommandation du comité de sélection d'adjuger les services de la firme d'ingénieur LGT inc. pour la spécialité d'ingénierie (Civil, structure, mécanique et électricité).

APPROVÉ

8.3 Commissioner Salaries

WHEREAS the Council of Commissioners of Eastern Shores School Board is composed of ten (10) commissioners, one (1) Chair and four (4) Parent Commissioners;

WHEREAS the Quebec Government decree #872-2021, dated June 23, 2021, establishes the annual maximum amounts of remuneration to be paid to Commissioners who are members of the Council of Commissioners;

WHEREAS commissioners received a presentation detailing the maximum annual amounts for the 2021-2022 school year in a working session;

WHEREAS the total maximum annual amount allocated to Commissioners for 2021-2022 school year is \$ 142,357.00;

C21-10-764

IT WAS MOVED by K. Mackenzie that the Council of Commissioners of Eastern Shores School Board adopt the 2021-2022 distribution of the Commissioners remuneration as presented:

CARRIED

8.3 A) QESBA Delegate

C21-10-765

It was moved by M. Syvret-Caplin to nominate Mary-Ellen Beaulieu as delegate from Eastern Shores School Board to sit on the Board of Directors of QESBA.

CARRIED

8.4 Adult Education Calendars

C21-10-766

It was moved by K. Ward that the following adult and vocational calendars be adopted:

<u>The Anchor</u>	<u>Wakeham</u>	<u>Listuguj</u>	<u>Academic</u>
Accounting	Accounting	Inst. and Home Care Assistance	Wakeham
Bilingual Hotel Reception		Health, Assistance and Nursing	The Anchor
Class IV Fisheries		Secretarial	Northern Lights
French immersion			Listuguj
Institutional and Homecare Assistance			Grosse Ile
Social Integration			
Trucking			

CARRIED

8.5 Human Resources Resolutions

8.5.1 Amend Resolution C21-07-753 - Coordinator of Human Resources

C21-10-767

It was moved by K. Ward to amend the hiring date stated in resolution C21-07-753:

Which reads:

“...to engage Jessica Main-Denis as Coordinator of Human Resources, effective August 16, 2021”

To Read:

*“... to engage Jessica Main Denis as Coordinator of Human Resources, effective **September 20, 2021.**”*

CARRIED

8.5.2 Coordinator of Educational Services Position

WHEREAS resolution C21-06-750 approved the addition of a Coordinator of Education Services to the Organizational Chart;

WHEREAS Resolution C21-07-754 approved the engagement of a candidate for the Coordinator of Education Services;

WHEREAS the candidate subsequently refused the position;

WHEREAS an analysis of the position was undertaken by the Director General and Human Resources;

C21-10-768

IT WAS MOVED by K. Mackenzie that resolution C21-07-754 be rescinded; and

THAT the position of Coordinator of Education Services as per resolution C21-06-750 be removed from the Organizational Chart.

CARRIED

8.5.3 Engagements – Replacement Principal – New Carlisle High School

C21-10-769

It was moved by K. Mackenzie to engage Ian Gilker as replacement Principal of New Carlisle High School, Effective September 20, 2021 to June 30, 2022.

CARRIED

Item 8.6 moved to follow 8.3

9 **QUESTION PERIOD**

No Items

10. **IN-CAMERA**

No items

11. **DATES OF THE NEXT MEETINGS**

October 27, 2021

Executive: 6:15 p.m.

Council: 6:30 p.m.

12. **ADJOURNMENT AT 7:18 P.M.**

C21-10-770

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

CARRIED

Secretary General

Chairperson