

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 Wednesday, February 23, 2022, at the hour of 6:30 p.m. The following persons were present:

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

PARENT COMMISSIONER: K. Mackenzie (online)
J. Bizeau (online)
R. DiTanna (online)

DIRECTOR GENERAL: H. Wood
ASSISTANT DIRECTOR GENERAL: J. Bradbury; Assistant Director General
and Director of Adult and Vocational
Education (online)
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 (online)
L. Mosher; Director of Education Services (50%) (online)
D. Foltin; Director of Education Services (50%) (online)
T. Renouf; Superintendent of Services (online)

ABSENT: M. Leblanc

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 declared at this time.

2. **APPROVAL OF THE AGENDA**

C22-02-824

It was moved by K. Ward 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 items under VARIA:

- 12.1 **Metis Beach – Shelter**
- 12.2 **Grosse Ile – Accessibility**
- 12.3 **Code of Conduct – Deposit**
- 12.4 **Human Resources – Recognition of years of experience**

CARRIED

3. READING AND APPROVAL OF THE MINUTES

3.1 Reading of the minutes

3.1.1 December 15, 2021

C22-02-825 It was moved by M. Syvret-Caplin that whereas the minutes of the regular meeting of the Council of Commissioners of Eastern Shores School Board held on December 15, 2021, 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

3.1.2 December 17, 2021

C22-02-826 It was moved by M. Chesser that whereas the minutes of the special meeting of the Council of Commissioners of Eastern Shores School Board held on December 17, 2021, 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

3.2.1 December 15, 2021

C22-02-827 It was moved by K. Ward that the minutes of the regular meeting of the Council of Commissioners of Eastern Shores School Board held on December 15, 2021 be approved.

CARRIED

3.2.2 December 17, 2021

C22-02-828 It was moved by M. E. Beaulieu that the minutes of the special meeting of the Council of Commissioners of Eastern Shores School Board held on December 17, 2021 be approved.

CARRIED

4 BUSINESS ARISING FROM THE MINUTES

No items

5. CORRESPONDENCE

No items

6. ANNUAL REPORT PERSENTATION

The Director General presented the 2020-2021 Annual Report. The document has been sent to the Minister of Education and has been made public. The document received and placed on file.

7. CHAIR'S REPORT

Mr. Gifford presented his activity report. The document was received and placed on file.

8. DIRECTOR GENERAL'S REPORT

The Director General presented his activity report for the months of January and February. The document was received and placed on file.

9. RESOLUTION ITEMS

9.1 Organizational Chart – Approval

C22-02-829 It was moved by K. Ward to approve the addition of a Project Manager to the Organizational Chart. A copy of the document was received and placed on file.
CARRIED

9.2 Policy ES-106 Maintenance and Amendments to Deeds of Establishment and closure of schools under ESSB jurisdiction.

C22-02-830 It was moved by M. Syvret-Caplin to approve the amendments to *Policy ES-106 Maintenance and Amendments to Deeds of Establishment and closure of schools under ESSB jurisdiction* as presented. A copy was received and placed on file.
CARRIED

9.3 ES-233 Travel Policy Approval

C22-02-831 It was moved by K. Mackenzie to approve the amendments to *ES-233 Travel Policy* as presented. A copy was received and placed on file.
CARRIED

9.4 ES-221 Transportation Policy Approval

C22-02-832 It was moved by G. Hayes to approve the amendments to *ES-221 Transportation Policy* as presented. A copy was received and placed on file.
CARRIED

9.5 Ad Hoc Committee - Three-Year Plan

C22-02-833 It was moved by D. Hunt to strike an ad hoc committee to review the three-year plan of allocation and destination of the school board immovables while taking into consideration the possible amendment or revocation of the deed of establishment of a school or centre. The committee will be composed of the following members.

Chairperson: W. Gifford	Director General
Commissioner: M. O'Brien	Director of Finance
Commissioner: M.E. Beaulieu	Director of Education Services

CARRIED

9.6 Nomination of External Auditors for the 2021-2022 School Year

WHEREAS article 284 of the Education Act states that for each fiscal year, every school board shall appoint from among the members of the professional order of accountants governed by the Professional Code (chapter C-26) an external auditor who shall file a report of his audit of the financial transactions of the school board.

C22-02-834 **IT WAS MOVED BY** M. Chesser that the services of the firm Raymond Chabot Grant Thornton be retained to carry out the external audit for the 2021-2022 school year, this in accordance with the "Mandat d'audit externe des centres de services scolaires et commissions scolaires".

CARRIED

9.7 Resolutions C00-08-006 and C00-10-041 to Rescind

WHEREAS resolutions C00-08-006 and C00-10-041 no longer fulfill the needs of the School Board;

WHEREAS an administrative guide AG-04 Staff Recognition has been developed to address more levels of recognition;

C22-02-835

IT WAS MOVED BY M. Syvret-Caplin that resolutions C00-08-009-6 and C00-10-041 be repealed and that the new administrative bulletin take effect immediately.

“C00-08-006 - Recognition awards

...that the following policy with regards to Recognition Awards be adopted:

<i>25 years of service</i>	<i>Maximum of \$100.00</i>
<i>Retirement</i>	<i>\$10.00 per year of</i>
<i>service, maximum of \$300.00</i>	

<i>Death of spouse or child</i>	<i>\$50.00 for flowers or</i>
<i>donation to a foundation</i>	

C00-10-041-Recognition Policy

... that the recognition policy adopted by resolution C00-08-006 be amended to includeparent...”

A copy of the document AG-04 was received and placed on file.

CARRIED

9.8 Human Resources Resolutions

9.8.1 Metis Beach School Principal

C22-02-836

It was moved by K. Dickson to appoint Nathalie Couillard to the position of 100 % principal at Metis Beach School, effective April 7, 2022.

CARRIED

9.8.2 Project Manager

C22-02-837

It was moved by K. Ward to appoint Bernard Cayouette to the position of 100% Project Manager, (Administration Officer, Class II) effective April 19, 2022 until the completion of new school construction project.

CARRIED

10. SPECIAL NEEDS ADVISORY COMMITTEE (SNAC)

A presentation was given by R. DiTanna, Parent-Commissioner explaining what the Special Needs Advisory Committee is accomplishing in their meetings this year. A PowerPoint presentation was received and placed on file.

11. QUESTION PERIOD

No items

12. **VARIA**

12.1 **Réalisation d'une marquise d'entrée à l'école Métis Beach Intermediae, Métis-sur-Mer (SEAO:1564432) (Shelter)**

WHEREAS a request from the Metis Beach Governing Board was received;

WHEREAS this request was received after the Ministère de l'Éducation (MEQ) budgets were allocated,

WHEREAS no funding has been reserved for said project in respect to MEQ allocations;

WHEREAS public tenders for the above-mentioned project were called on January 28,2022 and opened on February 18, 2022;

WHEREAS the conformability of all bidders has been verified;

WHEREAS the lowest tender was from **Les Constructions Paul Morneau** in the amount of \$217,500.00 plus taxes;

C22-02-838

IT WAS MOVED BY M. Chesser that Eastern Shores School Board refuse the contract for said work at Metis Beach Intermediate School:

Voting for the motion: 8

Voting against: 3

MOTION CARRIED BY MAJORITY VOTE

12.2 **Ajout d'un monte-personne à Grosse Île High School aux Îles-de-la-Madeleine (SEAO:1558674) Grosse Ile – Accessibility**

WHEREAS a request from the Grosse Ile High School Governing Board was received;

WHEREAS the Ministère de l'Éducation (MEQ) has made available Measure 30850 — Amélioration de l'accessibilité aux immeubles pour les personnes handicapées;

WHEREAS public tenders for the above-mentioned project were called on January 10, 2022 and opened on February 22, 2022;

WHEREAS the conformability of all bidders has been verified;

WHEREAS the lowest tender was from **Les Constructions des Iles Inc.** in the amount of \$365,500.00 plus taxes;

C22-02-839

IT WAS MOVED BY D. Bourgouin that Eastern Shores School Board approve the contract for said work at Grosse Ile High School; and

THAT the Director General be authorized to sign documentation concerning this project.

CARRIED

12.3 **Code of Conduct – Deposit**

The Director of Human Resources deposited a copy of the Code of Conduct with the Council of Commissioners. The document will be sent out for the six week consultation period. A copy was placed on file.

12.4 Human Resources – Recognition of years of experience

WHEREAS the Governance and Ethics Committee met on February 22, 2022;

WHEREAS the Council of Commissioners met as a Committee of the Whole on February 23, 2022;

C22-02-840

IT WAS MOVED by M. E. Beaulieu that the administrative file of employee #0000220 be re-analyzed; and

THAT all his years of experience be recognized; and

THAT the director of Human Resources be authorized to make the necessary adjustments.

CARRIED

13. DATES OF THE NEXT MEETINGS

April 27, 2022

Executive: 6:15 p.m.

Council: 6:30 p.m.

14. ADJOURNMENT at 8:35 P.M.

C22-02-841

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

Secretary General

Chairperson