

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 offices of the Board, situated at 40 Mountsorrel Street, New Carlisle, Québec, on Monday, March 17, 2025, at the hour of 6:00 p.m. The following persons were present:

COMMISSIONERS: W. Gifford, Chair
R. Mundle, Vice chair (online)
M. E. Beaulieu (online)
M. O'Brien (online)
Ward 4 Vacant
K. Ward
G. Hayes
D. Hunt (online)
D. Bourgouin (online)
K. Dickson (online)

PARENT COMMISSIONER: K. Mackenzie
R. Steward (online)
M. Ouellet (online)

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

OTHERS: M. Hayes-Dow; Director of Information Technology, School
Organization and Transportation (online)
A. Dupuis; Director of Human Resources (online)
S. Ward; Director of Finance and Material Resources
D. Foltin ; Director of Education Services (online)

ABSENT : J, Bizeau

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

1. **CONFLICT OF INTEREST**

No conflicts were declared at this time.

2. **APPROVAL OF THE AGENDA**

C25-03-229

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 addition to Item 12, Varia:

- 12.1 Rescind resolution C18-07-238
- 12.2 Acte de Servitude – Municipalité Métis-sur-Mer
- 12.3 Letter of Support

CARRIED

3. READING AND APPROVAL OF THE MINUTES

3.1 Reading of the Minutes of February 3, 2025

C25-03-230

It was moved by M. O'Brien that whereas the minutes of the regular meeting of the Council of Commissioners of Eastern Shores School Board held on February 3, 2025, 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 3, 2025

C25-03-231

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 3, 2025, be approved.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

4.1 Delegation of Powers

Seen under Item 8.4 – Governance and Ethics Committee Report

5. CORRESPONDENCE

5.1 Directeur général des élections du Québec (DGEQ)

The secretary general informed Council regarding the letter received from the DGEQ concerning the vacant Ward 4.

6 CHAIR'S REPORT

Mr. Gifford, Chairperson, gave a verbal report of his recent activities. Mr. Gifford mentioned the PD Session – Roles of the Commissioner. Mr. Gifford also mentioned that improvements will be made to the board room and discussed the different committees.

7. DIRECTOR GENERAL'S REPORT

D. Simoneau, Director General, gave a verbal report of the monthly activities.

8. COMMITTEE REPORTS

8.1 Special Needs Advisor Committee

The next meeting will take place on April 2, 2025.

8.2 Central Parents Committee

A meeting will be held soon.

8.3 Human Resources

M. E. Beaulieu, chair of the HR Committee gave a summary of the last meeting of the committee.

8.4 Governance and Ethics

M. O'Brien, Chair of the Governance and Ethics Committee, gave a summary of the last meeting of the committee. He made recommendations to make a few changes to the Delegation of Powers.

8.5 Transportation

G. Hayes, Chair of the transportation committee, indicated that there were no items.

8.6 Audit

K. Mackenzie, Chair of the Audit Committee, indicated that no meetings have been held in the last month.

8.7 Buildings

K. Ward, Chair of the Buildings Committee discussed the last meeting.

9. RESOLUTION ITEMS

9.1 Organization Chart

C25-03-232 It was moved by K. Ward to approve the Organizational Chart as presented. A copy was received and placed on file. CARRIED

9.2 2025-2028 Three-Year Plan

C25-03-233 It was moved by M.E. Beaulieu to approve the 2025-2028 Three-Year Plan as presented. A copy was received and placed on file. CARRIED

9.3 Nomination of External Auditors for 2024

WHEREAS article 284 of the *Loi sur l'instruction publique* stipulates that a school board must appoint an external auditor for each fiscal year;

WHEREAS resolution C24-03-113 awarded the contract to Raymond Chabot Grant Thornton S.E.N.C.R.L. for a period of 3 years covering the financial period of 2023-2024, 2024-2025 & 2025-2026.

C25-03-234 **IT WAS MOVED BY** K. Mackenzie to appoint the external auditor Raymond Chabot Grant Thornton S.E.N.C.L. for the audit of the financial statement of Eastern Shores School Board, for the 2024-2025 school year, and **THAT** the fees for this mandate be fixed at 69 940\$ plus applicable taxes. CARRIED

9.4 **Addition of Primary Administrator at Desjardins – Accès D Affaires**

WHEREAS all banking operations of the Eastern Shores School Board deal with the Caisse Desjardins.

CONSIDERING that there may be more than one primary administrator in the Accès D Affaires file;

CONSIDERING the importance of ensuring the continuity of the day-to-day financial operations of the Eastern Shores School Board during the absences of Ms. Suzanne Ward, Director of Financial and Material Resources;

WHEREAS Ms. Ward is the only primary administrator in the file;

C25-03-235

IT WAS MOVED BY K. Mackenzie to add Ms. Renée Mailloux as Primary administrator at Desjardins Accès D Affaires.

CARRIED

9.5 **Adoption of the Harassment Policy – ES 209**

C25-03-236

It was moved by K. Mackenzie to approve the amendments to **Policy 209 – To Prevent and Deal with Psychological and Sexual Harassment and Violence in the Workplace, and to Promote Civility** formerly known as the harassment policy. A copy of the document was received and placed on file.

CARRIED

10. **QUESTION PERIOD**

No items

11. **DATES OF THE NEXT MEETING**

11.1 **April 22, 2025**

Executive: 8:00 a.m. (hybrid)

11.2 **April 28, 2025**

Council: 6:00 pm (hybrid)

12. **VARIA**

12.1 **Rescind Resolution C18-07-238**

WHEREAS Resolution C18-07-238 reads as follows:

...Il a été proposé par le commissaire D. Gray d'autoriser Natascha Joncas, directrice générale à signer pour et au nom de la Commission scolaire Eastern Shores tout document concernant l'acte de servitude entre la municipalité de Métis-sur-Mer et de la Commission scolaire Eastern Shores...

WHEREAS the resolution was not acted upon, and the signing authority is no longer valid.

C25-03-237

IT WAS MOVED BY K. Mackenzie to rescind resolution C18-07-238.

CARRIED

12.2 Acte de Servitude – Municipalité Métis-sur Mer

C25-03-238

Il a été proposé par le commissaire K. Ward d'autoriser Denise Simoneau, directrice générale à signer pour et au nom de la Commission scolaire Eastern Shores tout document concernant l'acte de servitude entre la municipalité de Métis-sur-Mer et de la Commission scolaire Eastern Shores.

APPROVÉ

12.3 Letter of Support

A letter of support will be drafted to send to the Municipality of Escuminac, the Minister of Transportation and the Sûreté du Québec as well as MNA Catherine Blouin to reinforce the need to implement road safety measures for student disembarking from the bus along the 132 in Pointe à la Garde where several incidents have been reported to have occurred.

13 ADJOURNMENT AT 7:05 P.M.

C25-03-239

It was moved by R. Mundle that, there being no further business, the meeting adjourns.

CARRIED

Secretary General

Chairperson