

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 Tuesday, November 4, 2025, at the hour of 6:30 p.m. The following persons were present:

COMMISSIONERS: W. Gifford, Chair
M. O'Brien (online)
J. McWhirter (online)
F. Bujold
K. Ward
G. Hayes
D. Hunt (online)
D. Bourgouin (online)
R. Mundle, Vice-Chair (online)
K. Dickson (online)

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

DIRECTOR GENERAL: D. Simoneau
ASSISTANT DIRECTOR GENERAL: J. Bradbury; 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
S. Ward; Director of Finance and Material Resources (online)
D. Foltin; Director of Education Services (online)

ABSENT : M. E. Beaulieu, 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**

C25-11-300

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 following addition to Varia:

- 12.1 New School Logo
- 12.2 MIFI – Programme de soutien à la francisation

CARRIED

3. READING AND APPROVAL OF THE MINUTES

3.1 READING OF THE MINUTES

3.1.1 September 15, 2025

C25-11-301 It was moved by K. Mackenzie whereas the minutes of the regular meeting of the Council of Commissioners of Eastern Shores School Board held on September 15, 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

3.1.2 September 29, 2025

C25-11-302 It was moved by K. Mackenzie whereas the minutes of the regular reconvened meeting of the Council of Commissioners of Eastern Shores School Board held on September 29, 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

3.1.3 October 16, 2025

C25-11-303 It was moved by K, Mackenzie whereas the minutes of the special meeting of the Council of Commissioners of Eastern Shores School Board held on October 16, 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

3.1.4 October 29, 2025

C25-11-304 It was moved by K. Mackenzie whereas the minutes of the special meeting of the Council of Commissioners of Eastern Shores School Board held on October 29, 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

3.2.1 September 15, 2025

C25-11-305 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 September 15, 2025, be approved.
CARRIED

3.2.2 September 29, 2025

C25-11-306 It was moved by K. Ward that the minutes of the regular reconvened meeting of the Council of Commissioners of Eastern Shores School Board held on September 29, 2025, be approved.
CARRIED

3.2.3. October 16, 2025

C25-11-307 It was moved by K. Ward that the minutes of the special meeting of the Council of Commissioners of Eastern Shores School Board held on October 16, 2025, be approved.
CARRIED

3.2.4 October 29, 2025

C25-11-308

It was moved by K. Ward that the minutes of the special meeting of the Council of Commissioners of Eastern Shores School Board held on October 29, 2025, be approved.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

No Items

5. CORRESPONDENCE

5.1 Collectif Aliment-Terre

A letter was received asking for a financial contribution to buy grocery store gift certificates for families in need.

ESSB board staff have been collecting food for the last few years and distributing them among the local communities.

5.2 RSEQ – Est-Du -Quebec

The regional office will be merging with the provincial organization therefore there will be restructuring of RSEQ.

The official dissolution of the RSEQ-EQ will occur at the Special General Assembly. It will no longer be necessary to nominate three delegates to this table.

5.3 MRC de Bonaventure – Schéma de d'aménagement

A letter and resolution were received from the MRC of Bonaventure regarding the revision of their planning and development document. Documents were received and placed on file.

5.4 Royal Canadian Legion – New Carlisle

A letter was received from the Legion Branch 064 regarding the annual Poppy Campaign and the Remembrance Day Ceremony to be held on November 11, 2025. A wreath will be purchased by ESSB, and a representative of the Board will be laying it at the Cenotaph in New Carlisle.

6 CHAIR'S REPORT

Mr. Gifford, Chairperson, gave a verbal report of his recent activities. Mr. Gifford spoke about communication, QESBA, Travel expenses and Spring Conference.

7. DIRECTOR GENERAL'S REPORT

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

7.1 Measures 16034 & 16036 Update

Ms. Simoneau gave a summary of the two measures cited above.

8. COMMITTEE REPORTS

8.1 Special Needs Advisor Committee

The next meeting of the SNAC will be held on November 10, 2025.

8.2 Central Parents Committee

The first meeting of the CPC was held on October 27, 2025.

8.3 Human Resources

The Director of Human Resources, Annie Dupuis, gave a verbal summary of the last meeting.

8.4 Governance & Ethics

M. O'Brien, Chair of the Governance and Ethics Committee, indicated that the committee hasn't met yet, but will be meeting soon.

8.5 Transportation

G. Hayes, Chair of the Transportation Committee, indicated that the committee hasn't met yet but will be meeting soon.

8.6 Audit

K. Mackenzie, Chair of the Audit Committee, presented the budget.

8.7 Buildings

K. Ward, Chair of the Buildings Committee, gave a verbal summary of the last meeting.

8.8 Student Success Committee

No meetings have been held at this time.

9. RESOLUTION ITEMS

9.1 Adoption of the amendments to By-law 8

C25-11-309

It was moved by K. Ward to approve the amendment to **By-Law 8. Date, time and location of the meetings of the Executive Committee and the Council of Commissioners**, to change the time of the Executive Committee meeting from 8:00 a.m. to 8:30 a.m.

CARRIED

9.2 Commissioner Committees Update

C25-11-310

It was moved by K. Mackenzie to approve the changes to the committees for the 2025-2026 school year. The chart was deposited and placed on file.

CARRIED

9.3 Naming of Committee Members (Student Success)

C25-11-311

It was moved by K. Ward to approve the nominations to the Student Success Committee as seen in Item 9.2

CARRIED

9.4 Travel Policy and Procedures

C25-11-312 It was moved by F. Bujold to approve the amendments to the Travel Policy. The policy number will change to FS-233 and procedures FS-233 P.01 have been added.
CARRIED

9.5 Daycare Policy and Procedures

C25-11-313 It was moved by K. Mackenzie to approve the amendments to the Daycare Services at School Policy. The policy number will change to CS-104 and procedures CS-104 P.01 have been added.
CARRIED

9.6 Suspension of Day Care Services

An update was given regarding the Day Care Services in Riverview School.

10. QUESTION PERIOD

No Items at this time.

11 DATES OF THE NEXT MEETINGS

Executive: December 2, 2025 @ 8:30 a.m.
Council: December 9, 2025 @ 9:00 a.m. (Hybrid)

12 VARIA

12.1 New School Logo

Tabled.

12.2 MIFI – Programme de soutien à la francisation

C25-11-314 It was moved by F. Bujold to approve the project that will be submitted to the Ministère de immigration, Francisation et Integration for financial assistance pertaining to the Programme de soutien à la francisation; and
THAT the Director General, D. Simoneau be authorised to sign for and in the name of Eastern Shores School Board all related documentation.
CARRIED

13 ADJOURNMENT AT 7:31 P.M.

C25-11-315 It was moved by K. Mackenzie that, there being no further business, the meeting adjourns.
CARRIED

Secretary General

Chairperson