

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, December 9, 2025, at the hour of 9:00 a.m. The following persons were present:

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

PARENT COMMISSIONER: K. Mackenzie
R. Steward (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 Educational Services

ABSENT : J. Bizeau, M. Ouellet

Mr. Gifford, Chair, called this regular meeting of the Council of Commissioners to order and welcomed everyone present. Mr. Gifford opened the meeting with the video of the new school.

1. **CONFLICT OF INTEREST**

No conflicts were declared at this time. Mr. Gifford announced that Parent Commissioner Maude Ouellet has stepped down from her position as SNAC parent representative effective immediately.

2. **APPROVAL OF THE AGENDA**

C25-12-316

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.

CARRIED

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

3.1 **Reading of the Minutes of November 4, 2025**

C25-12-317 It was moved by D. Hunt that whereas the minutes of the regular meeting of the Council of Commissioners of Eastern Shores School Board held on November 4, 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 November 4, 2025**

C25-12-317(a) It was moved by K. Dickson that the minutes of the regular meeting of the Council of Commissioners of Eastern Shores School Board held on November 4, 2025, be approved.
CARRIED

4. **BUSINESS ARISING FROM THE MINUTES**

No Items

5. **REPORT PRESENTATIONS**

5.1 **Regional Student Ombudsman Annual Report**

The Regional Student Ombudsman, Chloe Corneau, joined the meeting through teams and presented her annual report.

5.2 **ESSB 2024-2025 Annual Report**

C25-12-318 It was moved by K. Mackenzie to adopt the 2024-2025 Annual report as presented and submitted to the Ministry of Education. A subsequent invitation will be issued to the public to present the report. The document was received and placed on file
CARRIED

5.3 **2024-2025 Financial Statements**

WHEREAS, in accordance with sections 286 and 287 of the Education Act, public notices have been published; and

WHEREAS the independent auditor's report and financial statements dated June 30, 2025, were presented by Raymond Chabot Grant Thornton LLP to the audit committee on November 26, 2025.

C25-12-319 **IT WAS MOVED** by D. Bourguin and unanimously resolved that the Council of Commissioners acknowledge receipt of the independent auditor's report and financial statements as submitted.
CARRIED

6. **CORRESPONDENCE**

Mr. Gifford received a letter from the Gilker Residence. A letter will be drafted by the Director General and the Chair in response.

7 **CHAIR'S REPORT**

Mr. Gifford, Chairperson, gave a verbal report of his recent activities. He reminded commissioners to review the calendar of committee meetings.

8. DIRECTOR GENERAL'S REPORT

D. Simoneau, Director General, gave a verbal report of the monthly activities. She spoke about the mutualisation project in the health sector that encompasses one school board and 7 Centres de services scolaires.

9. COMMITTEE REPORTS

9.1 Special Needs Advisor Committee

J. Bradbury, in the absence of the SNAC Parent Commissioner, reported on the activities of the committee from the last meeting.

9.2 Central Parents Committee

K. Mackenzie gave a verbal report from the CPC meeting that was held on November 24, 2025.

9.3 Human Resources

M. E. Beaulieu gave a verbal report from the last meeting of the HR committee.

9.4 Governance & Ethics

D. Gauthier gave a verbal report from the December 2, 2025, meeting.

9.5 Transportation

G. Hayes gave a verbal report from the last meeting.

9.6 Audit

K. Mackenzie gave a verbal report stemming from the presentation given by the external auditors.

9.7 Buildings

K. Ward gave a verbal report of the meeting held on December 2, 2025.

9.8 Student Success Committee

The first meeting of the committee will be held on January 27, 2026.

10. RESOLUTION ITEMS

10.1 Demande d'aliénation: WAKEHAM AD. ED CENTER

ATTENDU QUE la Commission scolaire Eastern Shores constate que l'immeuble, connu sous le nom Centre d'éducation des adultes de Wakeham, située au 584, rue de Wakeham, Gaspé, Québec, matricule 0009-97-5252, ne fournit plus de services éducatifs et il est considéré comme excédentaire;

ATTENDU QUE cet immeuble n'est plus utilisé par la commission scolaire, les élèves ayant été déplacés vers d'autres écoles, et nécessiterait d'importantes dépenses pour son entretien;

ATTENDU QUE la Commission scolaire Eastern Shores souhaite présenter une demande d'autorisation au ministère de l'Éducation pour l'aliénation de cet actif, conformément aux règlements, normes, conditions et procédures régissant l'aliénation des immeubles d'une commission scolaire.

C25-12-320

IL EST PROPOSÉ par R. Mundle de mandater la directrice générale, Denise Simoneau à présenter une demande d'aliénation de l'immeuble situé au 584, rue de Wakeham, Gaspé, Québec, matricule 0009-97-5252 au ministère de l'Éducation ; et

QUE le président et la directrice générale soient autorisés à signer, au nom de la Commission scolaire Eastern Shores, les documents nécessaires à l'aliénation de l'immeuble ;

ADOPTÉ

10.2 Terms of Reference

C25-12-321

It was moved by K. Mackenzie to approve the amendments made to the Terms of Reference in the Rules of Order and Procedures of the Council of Commissioner Meetings of the in the following committees:

- Audit
- Human Resources
- Governance & Ethics
- Buildings
- Transportation
- Student Success

CARRIED

10.3 Policies to Rescind

WHEREAS the Director General gave the mandate to review and assess all current ESSB Policies to assess and validate their current application.

WHEREAS a thorough analysis and review of all Board's Policies was undertaken.

WHEREAS the Senior Directorate and Senior Management analyzed each of the Board's Policies and identified those that were no longer valid, necessary or still in application.

WHEREAS the Senior Directorate and Senior Management presented the list of ESSB existing Policies to be rescinded by Council, along with a rationale.

C25-12-321(a)

IT WAS MOVED BY M. O' Brien that, as recommended by the Governance & Ethics Committee, the ESSB Policies as identified below, be rescinded.

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|--------|--|------------|--|
| ES-113 | Derogations for underage/overage students | ES-203 | Professional Improvement Committee Policy (teachers) |
| ES-117 | Supplemental examinations | ES-204 | P.I. C. Policy for Support Personnel |
| ES-118 | Interpretation of MELS Transcripts | ES-204 | Substitute Teachers |
| ES-120 | Boarding Policy | ES-206 | Non-Teaching personnel Absences |
| ES-132 | Authorized Texts | ES-207/211 | Application of Spousal Benefits |
| ES-163 | Principal's responsibility pertaining to pupils leaving premises | ES-210 | Non-Teaching Personnel Absences |
| ES-171 | Fire Drill | ES-212 | Spare Bus Drivers |
| ES-173 | School Closures Due to Urgent Health Problems | ES-220 | Parent Allowance for Students |
| ES-181 | HIV/AIDS Policy | ES-231 | Payroll time sheets |
| ES-182 | Extra-Curricular Monies | ES-232 | Salary Insurance / Payment of Benefits |
| ES-201 | Substitution for Staff Assistant or Head Teacher | ES-234 | Purchasing Procedures |
| ES-201 | Teachers' Workload | ES-238 | Taxation |
| ES-202 | Supply Teacher Policy | ES-239 | Petty Cash Allowance |
| ES-202 | Regroupment Plan | ES-240 | School Funds |
| | | ES-241 | Long-Distance Telephone Calls |
| | | ES-242 | Advances on Salary |

CARRIED

11. **QUESTION PERIOD**

No items at this time

12 **DATES OF THE NEXT MEETINGS**

12.1 **Executive: January 27, 2026 @ 8:30 a.m.**

12.2 **Council: February 3, 2026 @ 6:30 p.m.**

13 **VARIA**

No Items

14 **ADJOURNMENT AT 11:10 A.M.**

C25-12-322

It was moved by D. Bourgouin that, there being no further business, the meeting adjourns.
CARRIED

Secretary General

Chairperson