



Approved minutes of the regular meeting of the Council of Commissioners of the Central Québec School Board held on Wednesday, November 13, 2019 at 7:00 p.m. at the Board Office, 2046 chemin Saint-Louis, Québec (Québec) G1T 1P4.

Present:	Isabel Béland	Parent Commissioner
	Stephen Burke	Chairman
	Heather Clibbon	Commissioner
	Debbie Cornforth	Parent Commissioner (videoconference)
	Sara Downs	Commissioner (videoconference)
	Debbie Ford-Caron	Commissioner (videoconference)
	Chantal Guay	Commissioner (videoconference)
	Jason Kilganan	Parent Commissioner
	Cameron Lavallee	Commissioner
	Wyna Marois	Commissioner
	Esther Paradis	Commissioner
	Stephen Pigeon	Director General
	Jean Robert	Vice-Chairman (videoconference)
	Jo-Ann Toulouse	Commissioner (videoconference)
	Aline Visser	Commissioner (telephone)

Absent:	Christian Falle	Parent Commissioner
	Jo Rosenhek	Commissioner

In Attendance:	Guylaine Allard	Director of Financial Services
	François Garon	Information Technology Technician
	Jill Goldberg	Director of Naskapi Liaison
	Stéphane Lagacé	Director of Educational Services
	Melanie Simard	Recording Secretary
	Sandra W. Griffin	Secretary General

19-11.01 **Call to Order**

The Chairman called the meeting to order at 7:11 p.m.

19-11.02 **Approval of the Agenda**

It was MOVED by J.-A. Toulouse, SECONDED by S. Downs and unanimously RESOLVED; THAT the agenda be approved as presented.

19-11.03 **Public Question Period**

There was no public.

19-11.04 **Question Period for Students**

No students were present.

19-11.05 **Correspondence from Students**

No correspondence was received.

19-11.06 **Approval of the minutes of the regular meeting held on October 16, 2019**

It was MOVED by I. Béland, SECONDED by C. Lavallee and unanimously RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Wednesday, October 16, 2019 be accepted as circulated.

19-11.07 **Business Arising from the Minutes**

- a) Question raised from a previous meeting requesting if there is an impact in the schools with the increase in recess time at the elementary level. S. Lagacé mentioned that the only impact for now was in changing the day schedules, especially in the combined schools as the longer recess for the elementary level can cause issues at the secondary level. He advised the Council that they are continuing to monitor the situation.
- b) Question raised from a previous meeting requesting an update on the analysis of lead in the drinking water in our establishments. S. Pigeon mentioned that the letter from the *Ministère* with the procedures was received today. The government is requesting that the tests be done by the end of 2020. He advised the Council that as soon as the analysis is done at CQSB and sent to the *Ministère*, information will be shared with the Council. J. Kilganan requests that an update be placed on the CQSB website.

19-11.08 **Deposit of 2018-2019 Financial Statements**

G. Allard, Director of Financial Services, made a detailed presentation on the CQSB's Financial Statements.

WHEREAS the audited financial statements for the 2018-2019 school year had been received by the Director General and presented to the Audit Committee on October 29, 2019;

WHEREAS the audited financial statements were submitted to the Council of Commissioners as required by the Education Act;

It was MOVED by J. Robert, SECONDED by A. Visser and unanimously RESOLVED; THAT the audited financial statements for the 2018-2019 school year be received.

19-11.09 **Report from the Chairman**

The Chairman had sent his report to the Commissioners prior to the meeting and addressed the following:

- South Shore Elementary School – October 17th, 2019
- CQSB Retirement Evening – October 22nd, 2019
- Agenda Meeting – October 29th, 2019
- QESBA Board of Directors, PD Session and AGM – November 1st and 2nd, 2019
- QESBA presentation before the Parliamentary Commission on Bill 40 – November 4th, 2019

19-11.10 **Director General's Report**

The Director General formally addressed the Council and provided a report on the following items:

- a) Update on Strategic Planning
- b) International Student Update
- c) Naskapi Report
- d) Radio Publicities in the Québec City Region
- e) Labour Relations Committees
 - i. Senior Staff of Service – Directors, Coordinators and Management Staff
 - ii. Senior Staff of Schools and Centre – Principals
 - iii. Teachers
 - iv. Professionals
 - v. Support Staff

19-11.11 **New Business**

a) Long-Term Borrowing

ATTENDU QUE, conformément à l'article 78 de la Loi sur l'administration financière (RLRQ, chapitre A-6.001), la Commission scolaire Central Québec (l'« Emprunteur ») souhaite instituer un régime d'emprunts, valide jusqu'au 30 septembre 2020, lui permettant d'emprunter à long terme auprès du ministre des Finances, à titre de responsable du Fonds de financement, pour un montant n'excédant pas 4 502 000 \$;

ATTENDU QUE, conformément à l'article 83 de cette loi, l'Emprunteur souhaite prévoir, dans le cadre de ce régime d'emprunts, que le pouvoir d'emprunter et celui d'en approuver les conditions et modalités soient exercés par au moins deux de ses dirigeants;

ATTENDU QU'il y a lieu d'autoriser ce régime d'emprunts, d'établir le montant maximum des emprunts qui pourront être effectués en vertu de celui-ci, ainsi que les caractéristiques et limites relativement aux emprunts à effectuer et d'autoriser des dirigeants de l'Emprunteur à conclure tout emprunt en vertu de ce régime et à en approuver les conditions et modalités;

a) Long-Term Borrowing (continued)

ATTENDU QUE le ministre de l'Éducation et de l'Enseignement supérieur (le « Ministre ») a autorisé l'institution du présent régime d'emprunts, selon les conditions auxquelles réfère sa lettre du 16 octobre 2019;

Il est PROPOSÉ par I. Béland, APPUYÉ par A. Visser et RÉSOLU à l'unanimité;

1. QU'un régime d'emprunts, valide jusqu'au 30 septembre 2020, en vertu duquel l'Emprunteur peut, sous réserve des caractéristiques et limites énoncées ci-après, effectuer des emprunts à long terme auprès du ministre des Finances, à titre de responsable du Fonds de financement, pour un montant n'excédant pas 4 502 000 \$, soit institué;
2. QUE les emprunts à long terme effectués par l'Emprunteur en vertu du présent régime d'emprunts soient sujets aux caractéristiques et limites suivantes :
 - a) malgré les dispositions du paragraphe 1 ci-dessus, l'Emprunteur ne pourra, au cours de chacune des périodes de **quinze mois** s'étendant du 1^{er} juillet au 30 septembre et comprises dans la période visée au paragraphe 1, effectuer des emprunts qui auraient pour effet que le montant total approuvé pour l'Emprunteur, pour une telle période, par le Conseil du trésor au titre de la programmation des emprunts à long terme des commissions scolaires, soit dépassé;
 - b) l'Emprunteur ne pourra effectuer un emprunt à moins de bénéficier d'une subvention du gouvernement du Québec conforme aux normes établies par le Conseil du trésor, au titre de l'octroi ou de la promesse de subventions aux commissions scolaires, ainsi qu'aux termes et conditions déterminés par le Ministre et pourvoyant au paiement en capital et intérêt de l'emprunt concerné même si, par ailleurs, le paiement de cette subvention est sujet à ce que les sommes requises à cette fin soient votées annuellement par le Parlement;
 - c) chaque emprunt ne pourra être effectué qu'en monnaie légale du Canada auprès du ministre des Finances, à titre de responsable du Fonds de financement;
 - d) le produit de chaque emprunt ne pourra servir, outre le paiement des frais inhérents à l'emprunt concerné, que pour financer les dépenses d'investissement et les dépenses inhérentes aux investissements de l'Emprunteur subventionnées par le Ministre;

New Business (continued)a) Long-Term Borrowing (continued)

3. QU'aux fins de déterminer le montant total auquel réfère le paragraphe 1 ci-dessus, il ne soit tenu compte que de la valeur nominale des emprunts effectués par l'Emprunteur;
4. QU'en plus des caractéristiques et limites énoncées précédemment, les emprunts comportent les caractéristiques suivantes :
 - a) l'Emprunteur pourra contracter un ou plusieurs emprunts pendant toute la durée du régime d'emprunts jusqu'à concurrence du montant qui y est prévu, et ce, aux termes d'une seule et unique convention de prêt à conclure entre l'Emprunteur et le ministre des Finances, à titre de responsable du Fonds de financement;
 - b) chaque emprunt sera constaté par un billet fait à l'ordre du ministre des Finances, à titre de responsable du Fonds de financement;
 - c) le taux d'intérêt payable sur les emprunts sera établi selon les critères déterminés par le gouvernement en vertu du décret numéro 432-2018 du 28 mars 2018, tel que ce décret peut être modifié ou remplacé de temps à autre; et
 - d) afin d'assurer le paiement à l'échéance du capital de chaque emprunt et des intérêts dus sur celui-ci, la créance que représente pour l'Emprunteur la subvention qui lui sera accordée par le Ministre, au nom du gouvernement du Québec, sera affectée d'une hypothèque mobilière sans dépossession en faveur du ministre des Finances, à titre de responsable du Fonds de financement.
5. QUE l'Emprunteur soit autorisé à payer, à même le produit de chaque emprunt contracté en vertu du présent régime, les frais d'émission et les frais de gestion qui auront été convenus;
6. QUE l'un ou l'autre des dirigeants suivants :
 - Le Directeur général;
 - Le Directeur général adjoint intérimaire;
 - Le Président; ou
 - Le Vice-président;

New Business (continued)a) Long-Term Borrowing (continued)

de l'Emprunteur, **pourvu qu'ils soient deux agissant conjointement**, soit autorisé, au nom de l'Emprunteur, à signer la convention de prêt, la convention d'hypothèque mobilière et le billet, à consentir à toute clause et garantie non substantiellement incompatible avec les dispositions des présentes, à livrer le billet, à apporter toutes les modifications à ces documents non substantiellement incompatibles avec les présentes, ainsi qu'à poser tous les actes et à signer tous les documents, nécessaires ou utiles, pour donner plein effet aux présentes;

QUE, dans la mesure où l'Emprunteur a déjà adopté une résolution instituant un régime d'emprunts pour les mêmes fins, la présente résolution remplace la résolution antérieure, sans pour autant affecter la validité des emprunts conclus sous son autorité avant la date du présent régime d'emprunts.

b) Nomination of Auditors

WHEREAS Section 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;

WHEREAS the Act respecting contracting by public bodies does not require an organization to go to public tender for contracts worth less than \$100,000 and allows, in certain circumstances, that contracts over the public tender threshold be entered into by mutual agreement;

WHEREAS Raymond Chabot Grant Thornton is charging the fees established in the call for tender in 2015-2016 for a total of \$28,010, which is a very competitive rate, and which would still be below what we would have obtained by going to tender;

WHEREAS the members of the CQSB Audit Committee and the Board Office administrators have indicated their satisfaction with Raymond Chabot Grant Thornton and recommend that they be re-appointed for the audit of the 2019-2020 financial year;

It was MOVED by C. Lavallee, SECONDED by W. Marois and unanimously RESOLVED; THAT the Council of Commissioners appoint Raymond Chabot Grant Thornton as external auditors for the Central Québec School Board for the 2019-2020 financial year with fees of \$28,010.

New Business (continued)

c) Request for Additional Space: Portneuf Elementary School – Gymnasium and 4-Year Old Kindergarten

WHEREAS Portneuf Elementary School does not have a gymnasium;

WHEREAS it is important for Portneuf Elementary School to have their own adapted gymnasium in their building;

WHEREAS regular physical activity promotes concentration, which is a key factor in educational success;

WHEREAS Portneuf Elementary School has not received authorization for a 4-year old Kindergarten;

It was MOVED by E. Paradis, SECONDED by J.-A. Toulouse and unanimously RESOLVED; THAT the Central Québec School Board submit a request to the *ministère de l'Éducation et de l'Enseignement supérieur* for an additional permanent space for a gymnasium at Portneuf Elementary School (35, rue Richard, Cap-Santé, QC G0A 1L0); and

THAT a request also be submitted to include a 4-year old Kindergarten program.

d) Request for Additional Space: Riverside Regional High School - Gymnasium

WHEREAS Riverside Regional Elementary School and Riverside Regional High School merged into one building in 2016-2017;

WHEREAS a tunnel separates the secondary and elementary levels and the gymnasium is on the elementary side of the building;

WHEREAS Riverside Regional Elementary School has reached the limit of its capacity and can no longer share the gymnasium with the high school students;

WHEREAS there is no other English secondary school within a 20-kilometre radius of Riverside Regional High School;

WHEREAS it is important for Riverside Regional High School to have their own adapted gymnasium in their building;

WHEREAS regular physical activity promotes concentration, which is a key factor in educational success and encourages students to stay in school;

New Business (continued)

- d) Request for Additional Space: Riverside Regional High School - Gymnasium (continued)

It was MOVED by D. Ford-Caron, SECONDED by W. Marois and unanimously RESOLVED; THAT the Central Québec School Board submit a request to the *ministère de l'Éducation et de l'Enseignement supérieur* for additional permanent space for a gymnasium at Riverside Regional High School (1770, rue Joule, Jonquière, QC G7S 3B1).

- e) Request for Additional Space: Riverside Regional Elementary School - Classes and 4-Year Old Kindergarten

WHEREAS Riverside Regional Elementary School has reached the limit of its capacity;

WHEREAS there is no other English elementary school within a 20-kilometre radius of Riverside Regional Elementary School;

WHEREAS in order to provide sufficient space for the existing student population and staff for the 2019-2020 school year, the Central Québec School Board has installed temporary additional space;

WHEREAS Riverside Regional Elementary School has not received authorization for a 4-year old Kindergarten;

It was MOVED by D. Ford-Caron, SECONDED by J. Kilganan and unanimously RESOLVED; THAT the Central Québec School Board submit a request to the *ministère de l'Éducation et de l'Enseignement supérieur* for additional permanent space for classrooms at Riverside Regional Elementary School (1750, rue Joule, Jonquière, QC G7S 3B3); and

THAT a request also be submitted to include a 4-year old Kindergarten program.

- f) Appointment of Professionals: MacLean Memorial School - Gymnasium and Additional Space

WHEREAS the *ministère de l'Éducation*, on June 18, 2019, authorized the additional space and gymnasium at MacLean Memorial School;

WHEREAS plans and specifications were prepared and a public call for tenders for professional firms was published on SEAO on September 23, 2019 and closed on October 21, 2019;

WHEREAS the Selection Committee met on November 4, 2019 to analyze the tenders;

19-11.11**New Business (continued)**f) Appointment of Professionals: MacLean Memorial School – Gymnasium and Additional Space (continued)

It was MOVED by E. Paradis, SECONDED by D. Ford-Caron and unanimously RESOLVED; THAT the Central Québec School Board’s Council of Commissioners accept the recommendation of the Selection Committee to hire the architect firm, Regroupement Groupe Régis Côté inc et ATSH (115, Abraham Martin, bureau 500, Québec, QC G1K 8N1) and the engineering firm, CIMA+ (1145, boulevard Lebourgneuf, bureau 300, Québec, QC G2K 2K8) for the extension and gymnasium project at MacLean Memorial School (159, 5e Avenue, Chibougamau, QC G8P 2E6); and

THAT the Director General be authorized to sign the contracts on behalf of the School Board.

g) Additional One-Year Transportation Contract 2019-2020: Stoneham

It was MOVED by C. Lavallee, SECONDED by W. Marois and unanimously RESOLVED; THAT the Central Québec School Board accept the following one-year transportation contract for the 2019-2020 school year; and

Transporter	Capacity	Territory	2019-2020 (\$) Excluding Tax
Autobus Tremblay & Paradis inc.	30 passengers / 5-row bus	Stoneham	\$54,600.00

THAT the Director General be authorized to sign the contract on behalf of the School Board.

19-11.12**Committee Reports**a) Executive Committee

No meeting was held.

b) Parents’ Committee

A meeting was held on October 30, 2019. I. Béland mentioned that the meeting was mostly elections and administrative procedures. The next meeting will be held on November 27, 2019.

c) Special Needs Advisory Committee

No meeting was held.

19-11.12**Committee Reports (continued)**d) Transport Advisory Committee

No meeting was held. E. Paradis requests that a letter of recognition be sent to *Le Michelangelo* restaurant, as well as to, Ms. Angélie Caissy, teacher at St. Vincent to express the Council of Commissioners gratitude for their help during the November 1st windstorm; unanimously AGREED.

e) Audit Committee

A meeting was held on October 29, 2019. The main item of the meeting was the presentation of the 2018-2019 financial statements. Jean Robert, Chair of the Audit Committee, recognized and congratulated the hard work of Ms. Guylaine Allard, Director of Financial Services and her team.

f) Evaluation of the Director General

No meeting was held.

g) Ethics and Governance Committee

No meeting was held.

h) Human Resources Committee

No meeting was held.

i) Resource Allocation Committee

No meeting was held.

19-11.13**Quebec English School Boards Association**a) Report from the Board of Directors

A meeting was held on November 1, 2019, previous to the Professional Development Session and Annual General Assembly. The main item of discussion was on Bill 40.

b) Report from Committees

No report was made. The Constitution Committee will be meeting shortly.

19-11.14 **Next meeting**

The next regular meeting will be held on Wednesday, December 11, 2019.

19-11.15 **Question period**

a) Public

There was no public.

b) Commissioners

There were no questions.

19-11.16 **In-camera session**

No in-camera session was held.

19-11.17 **Adjournment**

The meeting was ADJOURNED at 8:59 p.m. on a motion by E. Paradis.

Sandra Wright Griffin
Secretary General

Stephen Burke
Chairman

Approved on December 11, 2019.