



Approved minutes of the meeting of the Council of Commissioners of the Central Québec School Board held on Wednesday, August 20, 2014 at 7:00 p.m. at the Board Office, 2046, chemin St-Louis, Québec (Québec) G1T 1P4.

Present:	Isabel Béland	Parent Commissioner
	Stephen Burke	Chairman
	Marie-Claude Doucet	Commissioner (by videoconference)
	Debbie Ford-Caron	Commissioner
	Chantal Guay	Commissioner
	Kevin Jack	Commissioner
	Robert Lemelin	Commissioner
	Wyna Marois	Commissioner
	Esther Paradis	Commissioner
	Stephen Pigeon	Director General
	Jo Rosenhek	Commissioner
	Jo-Ann Toulouse	Commissioner
	Edward Vining	Commissioner

Absent:	Darlene Brown	Commissioner
	Heather Clibbon-Coté	Commissioner
	Stephen Nellis	Parent Commissioner
	Jean Robert	Vice-Chairman
	Marie-Soleil Tremblay	Commissioner
	Robert Vallières	Commissioner
	Aline Visser	Commissioner

In attendance:	Laurent Després	Director of Financial Services, Buildings & Equipment
	François Garon	Computer Technician
	Pierrette Laliberté	Assistant Director General
	Patti L. Moore	Secretary General
	Mark Sutherland	Director of Instructional Services

14-08.01 Call to order

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

14-08.02 Approval of the agenda

It was MOVED by M.-C. Doucet, SECONDED by W. Marois and UNANIMOUSLY RESOLVED; that the agenda be approved as presented.

14-08.03 Public question period

No public was present.

14-08.04 Question Period for Students

No students were present.

14-08.05 **Correspondence from Students**

No correspondence was received.

14-08.06 **Approval of the minutes of the regular meeting held on June 13, 2014**

It was MOVED by J. Rosenhek, SECONDED by C. Guay and RESOLVED, that the minutes of the regular meeting of the Council of Commissioners held on June 13th, 2014 be approved as presented.

Commissioner K. Jack abstained from voting.

14-08.07 **Business arising from the minutes**

No business to report.

14-08.08 **Report from the Chairman**

The Chairman indicated that he had sent a report to commissioners that addressed the following:

- November 2014 School Board Elections
- Lieutenant-Governor Medal Ceremony – June 14th, 2014
- CQSB Agenda Meeting – August 14th, 2014

S. Burke congratulated and welcomed the new Director General, Stephen Pigeon, the new Assistant Director General, Pierrette Laliberte and the new Director of Instructional Services, Mark Sutherland.

14-08.09 **Director General's Report**

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

- a) Up-date on Strategic Planning
- b) Report on AC Strategic Planning Day – July 2, 2014
- c) CQSB Induction Week for New Teachers
- d) Principals' and Vice-Principals' Meeting (September 17th and 18th)
- e) Update on November School Board Elections
- f) Report on Leaves of Absence / Resignations, etc.
- g) June Examinations
- h) 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

New Business

a) Budget Management Process 2014-2015 – Youth Sector

WHEREAS section 96.25 of the Education Act stipulates that school principals are to be consulted on school board policies;

WHEREAS sections 78.3 and 193.9 of the Education Act provide for consultation of school governing boards and the Parents' Committee on various matters concerning the organization of services provided by the School Board;

WHEREAS section 275 of the Education Act stipulates that “the school board shall make public the objectives and principles governing the allocation of subsidies, school tax proceeds and other revenues among its educational institutions as well as the criteria pertaining thereto”;

WHEREAS the Central Québec School Board determines these objectives and principles annually in the Budget Management Process;

WHEREAS the draft Budget Management Process – Youth Sector for the 2014-2015 school year was accepted in principle by the Council of Commissioners on March 21st, 2014;

WHEREAS appropriate consultation has taken place;

It was MOVED by K. Jack, SECONDED by W. Marois and RESOLVED; that the Council of Commissioners accept the Budget Management Process – Youth Sector for the 2014-2015 school year as in **Appendix 1** to the minutes.

Commissioners M.-C. Doucet and D. Ford-Caron voted against; C. Guay abstained from voting.

b) Budget Management Process 2014-2015 – Adult and Vocational Sector

WHEREAS section 110.13 of the Education Act stipulates that centre principals are to be consulted on school board policies;

WHEREAS section 110.3 of the Education Act provides for consultation of centre governing boards on various matters concerning the organization of services provided by the School Board;

WHEREAS section 275 of the Education Act stipulates that “the school board shall make public the objectives and principles governing the allocation of subsidies, school tax proceeds and other revenues among its educational institutions as well as the criteria pertaining thereto”;

WHEREAS the Central Québec School Board determines these principles and objectives annually in the Budget Management Process;

New Business (continued)

b) Budget Management Process 2014-2015 – Adult and Vocational Sector (continued)

WHEREAS the draft Budget Management Process for the 2014-2015 school year was accepted in principle by the Council of Commissioners on March 21st, 2014;

WHEREAS appropriate consultation has taken place;

It was MOVED by R. Lemelin, SECONDED by W. Marois and UNANIMOUSLY RESOLVED; that the Council of Commissioners accept the Budget Management Process – Adult and Vocational Education Sector for the 2014-2015 school year as in **Appendix 2** to the minutes.

c) Adoption of the 2014-2015 Operating, Capital and Debt Service Budget:

WHEREAS as specified by the Education Act, the Central Québec School Board must adopt and submit to the *ministère de l'Éducation, du Loisir et du Sport* (MELS) its Operating, Capital Investment, and Debt Service Budget for the 2014-2015 school year;

WHEREAS the draft budget shows no deficit for the year;

It was MOVED by R. Lemelin, SECONDED by E. Paradis and UNANIMOUSLY RESOLVED; that the Operating, Capital Investment and Debt Service Budget for the 2014-2015 school year be approved and submitted to the *ministère de l'Éducation, du Loisir et du Sport* (MELS).

d) Adoption of the 2014-2015 Gross and Net Taxation Rates

WHEREAS as specified by the Education Act, the Central Québec School Board must set the school tax rate at the time of the adoption of the budget of the school board;

WHEREAS the budgetary projections set the gross taxation rate at \$0.35 per \$100.00 of real evaluation;

WHEREAS this rate is determined by the *ministère de l'Éducation, du Loisir et du Sport* and is the maximum established in the Education Act;

WHEREAS the budgetary projections set the net taxation rate at \$0.30433 per \$100.00 of real evaluation;

It was MOVED by C. Guay, SECONDED by R. Lemelin and UNANIMOUSLY RESOLVED; that the gross and net taxation rates be adopted as presented.

New Business (continued)e) Adoption of the Interest Rate on Outstanding Tax Accounts

WHEREAS the Education Act requires school boards to collect school taxes and to charge interest on outstanding accounts;

WHEREAS section 316 of the Education Act stipulates that the interest rate payable on school taxes is fixed by the School Board;

It was MOVED by M.-C. Doucet, SECONDED by J.-A. Toulouse and UNANIMOUSLY RESOLVED; that pursuant to Section 316 of the Education Act (R.S.Q. ch I-13-3), the Central Québec School Board set an interest rate of 14.50% on overdue tax accounts for the 2014-2015 school year.

f) Changes to the Organizational Chart

WHEREAS the Director General announced her decision to retire as of July 15, 2014;

WHEREAS this retirement resulted in several changes to the Organizational Chart;

It was MOVED by E. Paradis, SECONDED by C. Guay and UNANIMOUSLY RESOLVED; that the Council of Commissioners accept the revised Organizational Chart, dated July 1st, 2014.

g) One-Year School-Bus Transportation Contracts

It was MOVED by R. Lemelin, SECONDED by E. Paradis and UNANIMOUSLY RESOLVED; that the Central Québec School Board accept the following one-year transportation contracts for the 2014-2015 school year;

Transporter	Capacity	Territory	2013-2014 Index 1.52% Excluding Tax	2013-2014 Actual Cost	2014-2015 (\$) Index 1.52% Excluding Tax
Autocar Jeannois Inc.	Berlin	Alma	21,819	23,323	23,542
Pierre Giroux	Berlin	Îles d'Orléans	21,281	21,281	21,481
Nadine Girard	Berlin	Îles d'Orléans	14,560	14,560	Not renewed
Nicole Lefebvre	Berlin	Tewkesbury	23,198	23,198	23,416
Claire Rousseau	Taxi	Val-Bélair (to École St-François)	22,673	29,668	29,947
Ghislain Bergeron	Berlin	Fossambault to DDO	16,019	17,122	17,283
Charles A. Morton	5- Row / 8-Row	Chapais	45,869	49,029	49,490

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

New Business (continued)h) Acceptance of Major Renovation Projectsi. Hiring of a Contractor: Shawinigan High School – Sanitary facilities

WHEREAS the School Board had reserved part of the *Maintien des bâtiments* budget for the Shawinigan High School sanitary facilities;

WHEREAS plans and specifications were prepared and a public call for tenders for general contractors was placed on SEAO (*Système électronique des appels d'offres du gouvernement du Québec*) on May 23rd, 2014 and opened on June 13th, 2014;

WHEREAS the architect has recommended that the tender be accepted as it met the requirements and specifications of the project;

It was MOVED by C. Guay, SECONDED by W. Marois and UNANIMOUSLY RESOLVED; that the Council of Commissioners ratify the decision to accept the tender that met the specifications for the Shawinigan High School sanitary facilities (1125, avenue des Cèdres, Shawinigan, QC G9N 1P7) as submitted by *Construction R. Cloutier*, (4450, avenue Jean-Duchesne, Shawinigan-Sud, QC G9N 6T5) in the amount of \$343,323.00 (taxes not included); and

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

ii. Hiring of a Contractor: St. Vincent School – Masonry restoration

WHEREAS the School Board had reserved part of the *Maintien des bâtiments* budget for the St. Vincent School masonry restoration;

WHEREAS plans and specifications were prepared and a public call for tenders for general contractors was placed on SEAO (*Système électronique des appels d'offres du gouvernement du Québec*) on June 19th, 2014 and opened on July 10th, 2014;

WHEREAS the architect has recommended that the lowest tender be accepted as it met the requirements and specifications of the project;

It was MOVED by E. Paradis, SECONDED by J. Rosenhek and UNANIMOUSLY RESOLVED; that the Council of Commissioners ratify the decision to accept the lowest tender that met the specifications for the St. Vincent School masonry restoration (995, rue Wolfe, Québec, QC G1V 3J9) as submitted by *Briquetal Ltée*, (2961, boulevard Louis XIV, Québec, QC G1C 3K6) in the amount of \$142,000.00 (taxes not included); and

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

New Business (continued)

h) Acceptance of Major Renovation Projects (continued)

iii. Hiring of a Contractor: Ste-Foy Elementary School – Furnace repair

WHEREAS the School Board had reserved part of the *Maintien des bâtiments* budget for the Ste-Foy Elementary School furnace;

WHEREAS plans and specifications were prepared and a public call for tenders for general contractors was placed on SEAO (*Système électronique des appels d'offres du gouvernement du Québec*) on June 6th, 2014 and opened on July 15th, 2014;

WHEREAS the architect has recommended that the lowest tender be accepted as it met the requirements and specifications of the project;

It was MOVED by R. Lemelin, SECONDED by K. Jack and UNANIMOUSLY RESOLVED; that the Council of Commissioners ratify the decision to accept the tender that met the specifications for the repair of the Ste-Foy Elementary School furnace (1240, rue Julien-Green, Québec, QC G1W 3M1) as submitted by *Équipe SG*, (966, chemin Olivier, suite 375, St-Nicolas, QC G7A 2N1) in the amount of \$103,675.00 (taxes not included); and

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

i) Motion to Rescind Change to Transportation Policy

WHEREAS the Council of Commissioners recommended, at the June 13th, 2014 Council of Commissioners' meeting the adoption of a change to section 9 of the CQSB Transportation Policy;

WHEREAS it was later pointed out that according to CQSB procedure, the change should first have gone to consultation;

WHEREAS the Transportation department wishes to propose other changes to the policy in the coming year under the guidance of the Transportation Advisory Committee;

It was MOVED by R. Lemelin, SECONDED by E. Paradis and UNANIMOUSLY RESOLVED; that the Council of Commissioners rescind resolution 14-06.10 k) from the June 13th, 2014 regular meeting.

14-08.10

New Business (continued)

j) Ville de Chapais – Commission scolaire Saguenay: Transfer of Lot 8-124

WHEREAS in 1980, Falconbridge Copper Ltd. sold a lot of land to the *Commission scolaire Saguenay*, situated in the *Ville de Chapais*;

WHEREAS in this act, published under the number 185 626, there are two lots enumerated;

WHEREAS in 1987, the *Commission scolaire Saguenay* sold the land for one dollar to the *Ville de Chapais*;

WHEREAS in the second act, published under the number 233 644, only one lot is enumerated (*Lot 1-373; Bloc 1, Canton de Lévy*);

WHEREAS in order to correct the original clerical error, the *Commission scolaire Saguenay* (now Central Québec School Board) must give permission to transfer that lot - free of charge - back to the *Ville de Chapais*;

It was MOVED by J.-A. Toulouse, SECONDED by D. Ford-Caron and UNANIMOUSLY RESOLVED; that the Council of Commissioners of the Central Québec School Board authorize the transfer of the lot (formerly named *Lot 8-124; Bloc 8, Canton de Lévy*) - free of charge - back to the *Ville de Chapais*.

14-08.11

Committee Reports

a) Executive Committee

W. Marois gave a report on the meeting held on August 20, 2014. The committee is seeking legal advice regarding the timeline for the short and long-term plans of the Riverside schools. The Executive Committee will continue to monitor the overall timeline and consultation process.

b) Parents' Committee

A meeting was held on June 14th, 2014. No report was made.

c) Transport Advisory Committee

No meeting was held.

d) Audit Committee

No meeting was held. The next meeting will be on September 29, 2014.

14-08.11

Committee Reports (continued)

e) Evaluation of the Director General

No meeting was held.

f) Communications Committee

No meeting was held.

g) Ethics and Governance Committee

No meeting was held.

h) Human Resources Committee

No meeting was held.

i) Ad Hoc Committee on Short and Long Term Planning

No meeting was held.

14-08.12

Quebec English School Boards Association

a) Report from the Board of Directors

D. Ford-Caron reported that the QESBA Board of Directors met on Monday, August 18th, 2014 to discuss of the budget to be presented at the AGM videoconference on Tuesday, September 16.

A discussion took place regarding attendance and votes at the QESBA AGM. The following motion is the result of that discussion:

WHEREAS the QESBA Annual General Meeting (AGM) will take place by videoconference on Tuesday, September 16th, 2014;

WHEREAS each member of the CQSB Council of Commissioners - including parent commissioners - has a vote at the AGM;

WHEREAS Chairman Stephen Burke will be the only member of the CQSB Council of Commissioners to attend the QESBA AGM;

It was MOVED by D. Ford-Caron, SECONDED by M.-C. Doucet and UNANIMOUSLY RESOLVED; that the members of the CQSB Council of Commissioners, give proxy to Chairman Stephen Burke to vote on their behalf.

14-08.12 **Quebec English School Boards Association (continued)**

b) Reports from the Committees

S. Burke mentioned that the QESBA Finance Committee met on Monday, August 18th, 2014 at 8:30 a.m., the QESBA Executive Committee met on the same day at 10:30 a.m.

14-08.13 **Next meeting**

The next regular meeting of the Council of Commissioners will be held on Friday, September 12th, 2014 at 7:00 p.m.

14-08.14 **Question period**

a) Public

No public was present.

b) Commissioners

No questions were asked.

14-08.15 **In-camera session**

No in-camera session was held.

14.08.16 **Adjournment**

The meeting was ADJOURNED at 8:45 p.m. on a MOTION by R. Lemelin, SECONDED by M.-C. Doucet.

Patti L. Moore
Secretary General

Stephen Burke
Chairman

Approved on September 12, 2014.