



Approved minutes of the regular meeting of the Council of Commissioners of the Central Québec School Board held on Wednesday, November 16, 2016 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
	Debbie Cornforth	Parent Commissioner
	Sara Downs	Commissioner (videoconference)
	Christian Falle	Parent Commissioner
	Debbie Ford-Caron	Commissioner (videoconference)
	Chantal Guay	Commissioner (videoconference)
	Cameron Lavallee	Parent Commissioner
	Stephen Pigeon	Director General
	Jean Robert	Vice-Chairman
	Jo-Ann Toulouse	Commissioner (videoconference)
	Aline Visser	Commissioner
Absent:	Heather Clibbon	Commissioner
	Wyna Marois	Commissioner
	Esther Paradis	Commissioner
	Jo Rosenhek	Commissioner
Other:	Vacant Position	Commissioner, Ward #4
In attendance:	Gina Farnell	Director of Complementary Educational Services
	François Garon	Computer Technician
	Martin Goudreault	Teacher at La Tuque High School
	Sandra W. Griffin	Interim Secretary General
	Pierrette Laliberté	Director of Human Resources and Assistant Director General
	Yves Lambert	Treasurer, CQTA and Teacher at Three Rivers Academy
	Yves Lorange	Director of Financial Services, Buildings & Equipment and School Transportation
	Melanie Simard	Executive Secretary
	Students from La Tuque High School (2)	

16-11.01 Call to Order

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

16-11.02 Approval of the Agenda

It was MOVED by C. Guay, SECONDED by D. Cornforth and unanimously RESOLVED; THAT the agenda be approved with an addition to Item 12. New Business: Nomination of a Secretary General.

16-11.03 **Public Question Period**

No questions were asked.

16-11.04 **Question Period for Students**

J.-A.
Toulouse
arrived at
7:22 p.m.

Two students from La Tuque High School, made a detailed presentation to the Council of Commissioners about their concerns that the CQSB Basketball Tournament and the Performing Arts Festival were to be cancelled. They requested to the Council that smaller or outlying schools not be penalized by the decentralisation of budgets. Mr. Burke thanked them for their presentation and mentioned that their initiation of speaking publicly is a very democratic way of doing things and they can be proud.

16-11.05 **Correspondence from Students**

No correspondence was received.

16-11.06 **Oaths of Office - Parent Commissioners**

The Director General administered the Oath of Office to the Parent Commissioners: Isabel Béland, Secondary Level Representative; Debbie Cornforth, Elementary Level Representative, Christian Falle, Outlying Regions Representative; Cameron Lavallee, Special Needs Representative; nominated by their peers, they signed their oaths solemnly swearing to faithfully discharge their duties as Parent Commissioners for the 2016-2017 and 2017-2018 school years to the best of their judgement and ability.

16-11.07 **Approval of the minutes of the regular meeting held on October 12th, 2016**

It was MOVED by D. Ford-Caron, SECONDED by A. Visser and unanimously RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Wednesday, October 12th, 2016 be accepted as circulated.

16-11.08 **Business arising from the minutes**

There was no business arising from the minutes.

16-11.09 **Deposit of 2015-2016 Financial Statements**

WHEREAS the audited financial statements for the 2015-2016 school year had been received by the Director General and presented to the Audit Committee on November 1st, 2016;

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

It was MOVED by A. Visser, SECONDED by S. Downs and unanimously RESOLVED; THAT the audited financial statements for the 2015-2016 school year be received.

16-11.10 Report from the Chairman

The Chairman had sent his report to commissioners that addressed the following:

- QESBA Executive Committee Meeting – October 13th, 2016
- QESBA Board Meeting, PD Session and AGM – October 14th, 2016
- Selection Committee – Secretary General – October 18th, 2016
- Bill 62 – Parliamentary Hearing – October 18th, 2016
- CQSB Audit Committee Meeting – November 1st, 2016
- Agenda Meeting – November 1st, 2016
- *Fondation Petits bonheurs d'école* – November 6th, 2016
- Selection Committee – Secretary General – November 8th, 2016
- Parent Commissioners

16-11.11 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) 2016-2017 Enrolment Update
- c) October Pedagogical Day
- d) November Professionals Meetings
- 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

16-11.12 New Business

- a) Three-Year Plan for the Destination of Immovables and Deeds of Establishment (deposit)

The draft Three-year Plan for the Destination of Immovables and Deeds of Establishment was deposited for consultation purposes.

- b) Criteria for the Admission and Enrolment of Students 2017-2018 (deposit)

The draft Criteria for the Admission and Enrolment of Students 2017-2018 was deposited for consultation purposes.

New Business (continued)c) **Nominations to the 2016-2017 Committees**

- i. It was MOVED by A. Visser, SECONDED by J. Robert and unanimously RESOLVED; THAT for the 2016-2017 school year, the Executive Committee be composed of: Stephen Pigeon, Director General, Stephen Burke, Chairman, Jean Robert, Vice-Chairman, Isabel Béland, Parent Commissioner and Commissioners: Debbie Ford-Caron, Wyna Marois, Jo Rosenhek and Jo-Ann Toulouse.
- ii. It was MOVED by D. Ford-Caron, SECONDED by C. Guay and unanimously RESOLVED; THAT for the 2016-2017 school year, the commissioner representatives for the Central Québec School Board committees be as follows:

Audit Committee: Aline Visser, Jean Robert and Jo Rosenhek

Board Parity Committee: Aline Visser

Ethics and Governance Committee: Stephen Burke, Sara Downs, Jo-Ann Toulouse and Christian Falle

Evaluation of the Director General: Stephen Burke, Aline Visser, Sara Downs and Debbie Ford-Caron

Expulsion Committees:

Chibougamau: Jo-Ann Toulouse

Jonquière: Debbie Ford-Caron

La Tuque: Chantal Guay

Québec City: Jean Robert

Thetford Mines: Aline Visser

Trois-Rivières: Sara Downs

Shawinigan: Sara Downs

Human Resources Committee: Stephen Burke, Jo-Ann Toulouse, Debbie Cornforth and Wyna Marois

Labour Relations Committees:

School and Centre Administrators: Aline Visser and Jo-Ann Toulouse

Senior Staff of Service: Stephen Burke and Jean Robert

Revision of Decision Committees:

Chibougamau / Jonquière: Debbie Ford-Caron, Chantal Guay and Jo-Ann Toulouse

Québec City: Wyna Marois and Jo Rosenhek

Thetford Mines: Heather Clibbon and Aline Visser

Trois-Rivières/Shawinigan/La Tuque: Sara Downs, Debbie Ford-Caron and Chantal Guay

New Business (continued)c) Nomination to the 2016-2017 Committees (continued)**Transport Advisory Committees:**

CQSB (Québec City): Wyna Marois and Esther Paradis
C.s. de la Baie-James: Jo-Ann Toulouse
C.s. de la Beauce-Etchemin : Aline Visser
C.s. de la Capitale: Jo Rosenhek and Stephen Burke
C.s. de la Côte-du-Sud: Debbie Cornforth
C.s. de l'Énergie: Chantal Guay
C.s. de la Jonquière: Debbie Ford-Caron
C.s. de La Riveraine: Sara Downs
C.s. de Portneuf: Jo Rosenhek
C.s. des Appalaches: Aline Visser
C.s. des Navigateurs: Heather Clibbon
C.s. du Chemin-du-Roy: Sara Downs
C.s. du Lac Saint-Jean: Debbie Ford-Caron

d) Delegation: Transport Advisory Committee Membership for Other School Boards

WHEREAS Section 2 of the Regulation Respecting Student Transportation states that the advisory committee on student transportation of a board shall consist of (...) the Director General or the Assistant Director General of any school board for which the board organizes student transportation;

WHEREAS the Director General has many other important responsibilities and cannot attend the meetings in the twelve school boards that provide all or part of the transportation services for our schools;

WHEREAS the Central Québec School Board (CQSB) does not have a full-time Assistant Director General;

WHEREAS the Director General intends to delegate the responsibility to the Director of School Transportation and the Superintendent of School Transportation;

It was MOVED by A. Visser, SECONDED by S. Downs and unanimously RESOLVED; THAT for the 2016-2017 school year, the representative on the various Transport Advisory Committees for the Central Québec School Board be as follows:

New Business (continued)d) Delegation: Transport Advisory Committee Membership for Other School Boards (continued)

C.s. de la Baie-James:	Director of School Transportation
C.s. de la Beauce-Etchemin :	Director of School Transportation
C.s. de la Capitale:	Superintendent of School Transportation
C.s. de la Côte-du-Sud:	Superintendent of School Transportation
C.s. de l'Énergie:	Superintendent of School Transportation
C.s. de la Jonquière:	Superintendent of School Transportation
C.s. de La Riveraine:	Director of School Transportation
C.s. de Portneuf:	Superintendent of School Transportation
C.s. des Appalaches:	Director of School Transportation
C.s. des Navigateurs:	Superintendent of School Transportation
C.s. du Chemin-du-Roy:	Director of School Transportation
C.s. du Lac Saint-Jean:	Superintendent of School Transportation

e) 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 ») désire instituer un régime d'emprunts lui permettant d'effectuer, de temps à autre d'ici le 30 septembre 2017, des emprunts à long terme auprès du ministre des Finances, à titre de responsable du Fonds de financement, pour un montant n'excédant pas 7 040 000 \$;

ATTENDU QUE, conformément à l'article 83 de cette Loi, l'Emprunteur désire 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 un régime d'emprunts visant les emprunts à long terme à être contractés par l'Emprunteur, d'établir le montant maximum des emprunts qui pourront être effectués en vertu de celui-ci, d'établir les caractéristiques et limites relativement aux emprunts à y être effectués et d'autoriser des dirigeants de l'Emprunteur à conclure tout emprunt en vertu de ce régime, à en établir les montants et les autres caractéristiques et à accepter les modalités et conditions relatives à chacun de ces emprunts;

ATTENDU QUE le ministre de l'Éducation, de l'Enseignement supérieur et de la Recherche (le « Ministre ») a autorisé l'institution par l'Emprunteur du présent régime d'emprunts, selon les conditions auxquelles réfère sa lettre du 28 octobre 2016;

e) Long-Term Borrowing (continued)

SUR LA PROPOSITION DE A. Visser, APPUYÉ par J.-A. Toulouse, IL EST RÉSOLU à l'unanimité :

1. QU'un régime d'emprunts, en vertu duquel l'Emprunteur peut, sous réserve des caractéristiques et limites énoncées ci-après, effectuer de temps à autre, d'ici le 30 septembre 2017, des emprunts à long terme auprès du ministre des Finances, à titre de responsable du Fonds de financement, pour un montant n'excédant pas 7 040 000 \$, soit institué;
2. QUE les emprunts à long terme effectués par l'Emprunteur en vertu du 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 1er 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 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'investissements et les dépenses inhérentes aux investissements de l'Emprunteur subventionnées par le Ministre;
3. QU'aux fins de déterminer le montant total auquel réfère le paragraphe 1 ci-dessus, on ne tienne compte que de la valeur nominale des emprunts effectués par l'Emprunteur;

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

4. QU'en plus des caractéristiques et limites énoncées précédemment, les emprunts comportent les caractéristiques suivantes :
 - a) l'Emprunteur pourra contacter 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 être conclue 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 1267-2001 du 24 octobre 2001 concernant les critères de fixation des taux d'intérêt qui peuvent être exigés sur ces emprunts ainsi que la nature des coûts imputables dans le calcul de ces taux ou dans le calcul du remboursement des emprunts, modifié par le décret numéro 1057-2013 du 23 octobre 2013 et numéro 1152-2015 du 16 décembre 2015, adopté en vertu de l'article 24 de la Loi sur le ministère des Finances (RLRQ, chapitre M 24.01), tel que ce décret pourra être modifié ou remplacé de temps à autre; et
 - d) aux fins 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 auprès du ministre des Finances, à titre de responsable du Fonds de financement aux termes du régime d'emprunts, les frais d'émission et les frais de gestion qui auront été convenus;

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

6. QUE l'un ou l'autre des dirigeants suivants :

Le Directeur général;

La Directrice générale adjointe;

Le Président, ou

Le Vice-Président;

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, le billet; à consentir à toutes les clauses et garanties non substantiellement incompatibles 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;

7. 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.

f) One-Year Transportation Contract

It was MOVED by C. Lavallee, SECONDED by I. Béland and unanimously RESOLVED; THAT the Central Québec School Board accept the following one-year transportation contract for the 2016-2017 school year; and

Transporter	Capacity	Territory	2015-2016 Index 1.91% Including Tax	2016-2017 (\$) Index 1.13% Including Tax
Autobus Québec Métro	12-Row	Transfer to DDO	\$7,995 (7 months)	\$11,832 (10 months)

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

New Business (continued)

g) Arvida: Canada's 2017 Tentative List - World Heritage Site

WHEREAS the town of Arvida, now part of the City of Saguenay, is in the process of submitting its candidacy to Parks Canada for the purpose of being inscribed on Canada's 2017 Tentative List as a World Heritage Site;

WHEREAS the rich history of the town came about thanks to entrepreneurial foresight that led to the establishment of ALCAN, which evolved into a thriving international aluminum manufacturing company recognized world-wide;

WHEREAS an influx of workers and their families settled in the area and required the construction of both French and English Schools (Riverside Regional School in the case of CQSB);

WHEREAS UNESCO recognizes the importance of education throughout the world;

WHEREAS The English Community of Arvida have always been staunch members of the school;

WHEREAS The Central Québec School Board is very close to its communities;

WHEREAS founding families and new arrivals continue to forge a deep attachment to the community given its many qualities and its peaceful and rich environment;

It was MOVED by D. Ford-Caron, SECONDED by C. Guay and unanimously RESOLVED; THAT the Council of Commissioners of the Central Québec School Board is proud to support the submission of the town of Arvida in its quest to be inscribed on Canada's 2017 Tentative List of Heritage Sites.

h) In-Camera Session

An in-camera session was held from 8:35 p.m. to 8:47 p.m.

16-11.12 **New Business (continued)**

i) Nomination of a Secretary General

WHEREAS the Secretary General has indicated her intention to retire;

WHEREAS the draft job description and posting were accepted by the Council of Commissioners on September 16, 2016;

WHEREAS on September 16, 2016, a Selection Committee was formed;

WHEREAS the position was posted, interviews were held and the Selection Committee formulated a recommendation to the Council of Commissioners;

It was MOVED by J. Robert, SECONDED by J.-A. Toulouse and unanimously RESOLVED; THAT the Council of Commissioners mandate the Director General to offer the position of Secretary General effective November 17th, 2016, to the candidate recommended by the Selection Committee and that the name of the candidate be consigned to the minutes of the next meeting of the Council of Commissioners.

16-11.13 **Committee Reports**

a) Executive Committee

No meeting was held.

b) Parents' Committee

A meeting was held on October 25th, 2016. I. Béland reported on the various issues the Parents' Committee had with the decentralization of budgets to the schools. A discussion was held, a working meeting of the Council of Commissioners will be held to discuss the issue and a detailed presentation will be provided by the CQSB Administrative Council.

c) Special Needs Advisory Committee

A meeting was held on October 17th, 2016. C. Lavalée made a report on the meeting.

d) Transport Advisory Committee

No meeting was held.

16-11.13

Committee Reports (continued)

e) Audit Committee

A meeting was held on November 1st, 2016. J. Robert reported on the meeting.

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) Riverside Schools Ad Hoc Committee

No meeting was held. A meeting is scheduled for November 28, 2016.

16-11.14

Quebec English School Boards Association

a) Report from the Board of Directors

D. Ford-Caron had sent her report to Commissioners that addressed the following:

- Bill 105 Update
- School Board Elections 2018
- Taxation
- EPCA - AGM
- Spring Conference 2017
- Constitutional Committee
- PD Session

b) Reports from Committees

Reports were made during the previous item.

c) Group Accident Insurance

QESBA had advised that the insurance policy will be renewed. A copy of the policy was sent to Commissioners by e-mail. No questions were asked.

16-11.15 **Next meeting**

The next regular meeting of the Council of Commissioners will be held on Wednesday, December 14th, 2016.

16-11.16 **Question period**

a) Public

No questions were asked.

b) Commissioners

No questions were asked.

16-11.17 **In-camera session**

No in-camera session was held.

16-11.18 **Adjournment**

The meeting was ADJOURNED at 9:43 p.m. on a MOTION by C. Guay, SECONDED by S. Downs

Sandra Wright Griffin
Interim Secretary General

Stephen Burke
Chairman

Adopted on December 14, 2016.