



Approved minutes of the regular meeting of the Council of Commissioners of the Central Québec School Board held on Wednesday, September 8, 2021 at 7 p.m. by videoconference.

Present:	Stephen Burke	Chairman
	Heather Clibbon	Commissioner
	Debbie Cornforth	Parent Commissioner
	Christian Falle	Parent Commissioner
	Debbie Ford-Caron	Commissioner
	André Gosselin	Commissioner
	Chantal Guay	Commissioner
	Ian O’Gallagher	Commissioner
	France Pedneault	Commissioner
	Stephen Pigeon	Director General
	Jean Robert	Vice-Chairman
	Jo-Ann Toulouse	Commissioner
Absent:	Isabel Béland	Parent Commissioner
	David Eden	Commissioner
	Jason Kilganan	Parent Commissioner
	Cameron Lavallee	Commissioner
	Jo Rosenhek	Commissioner
In Attendance:	Guyline Allard	Director of Financial Services
	Stéphane Lagacé	Director of Educational Services
	Nancy L’Heureux	Director of Human Resources, Assistant Director General
	Melanie Simard	Recording Secretary

21-09.01 Call to Order

The Chairman called the meeting to order at 7:00 p.m.

The Chairman, Mr. Burke requested a moment of silence to honor the memory of Jackson Fortin, a student at St. Patrick’s High School, who tragically passed away in a car accident, mentioning that all heartfelt sympathies are sent to his family.

Special gratitude was given to Mr. André Gosselin, the newly elected Commissioner of Ward 3 in the Québec City Region (Centre & L’Ancienne-Lorette).

21-09.02 Approval of the Agenda

It was MOVED by D. Cornforth, SECONDED by F. Pedneault and unanimously RESOLVED; THAT the agenda be approved as circulated.

21-09.03 Public Question Period

There was no public present.

21-09.04 **Question Period for Students**

No students were present.

21-09.05 **Correspondence from Students**

No correspondence was received.

21-09.06 **Approval of the minutes of the regular meeting held on June 16, 2021**

It was MOVED by J. Robert, SECONDED by D. Ford-Caron and RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Wednesday, June 16, 2021 be accepted as presented.

Commissioner C. Guay abstained from voting.

21-09.07 **Business Arising from the Minutes**

There was no business arising from the minutes.

21-09.08 **Presentation on Budget**

Ms. Guylaine Allard, Director of Financial Services made a detailed presentation on the operating, capital investments and debt service budget for the 2021-2022 school year. The *Ministère de l'Éducation du Québec* budgetary rules were explained, mentioning the significant changes, revenues, grants, allocations, expenses, and investments.

21-09.09 **Report from the Chairman**

The Chairman provided a report to the Commissioners on the following items:

- *Comité consultatif sur la sécurité routière* - June 22
- QESBA Executive Committee - June 23
- LRAC Meeting - July 5
- CASSA - CSBQ Equity and Inclusion Conference - July 7 and 8
- QESBA Executive Committee - July 27
- CQSB Teacher Induction - August 19
- QESBA Executive Committee - August 19
- CQSB Board Office Breakfast - August 22
- Interview Global TV - August 23
- Oath of Office - August 26
- Agenda Meeting - September 1
- TEAMS Meeting with Lawyers re Saguenay Transportation Court Case - September 1
- ZOOM Meeting with Rachelle Solomon - September 2
- QESBA Finance Committee - September 8

21-09.10 **Director General's Report**

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

- a) Update from Educational Services
- b) Monthly COVID-19 Update
- c) Report on Delegation of Authority for Summer Months
- d) Presentation: *Nouvelle école primaire de la Rive-Sud (Québec)*
- e) Status of Renovation / Extension Projects
- f) Update on In-School Administrators
- g) Negotiations Update
- h) COVID-related Expenses
- i) 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

21-09.11 **New Business**

- a) Budget Management Process 2021-2022 – Youth Sector (adoption)

WHEREAS section 96.25 of the Education Act stipulates that school principals shall participate in defining school board policies;

WHEREAS sections 78 and 193 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 establish objectives and principles governing the allocation of subsidies, school tax proceeds and its other revenues";

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 2021-2022 school year was accepted in principle by the Council of Commissioners on March 10, 2021;

WHEREAS appropriate consultation has taken place;

It was MOVED by J.-A. Toulouse, SECONDED by C. Guay and unanimously RESOLVED; THAT the Council of Commissioners accept the Budget Management Process – Youth Sector for the 2021-2022 school year as in **Appendix 1** to the minutes.

21-09.11

New Business (continued)

b) Budget Management Process 2021-2022 - Adult and Vocational Education (adoption)

WHEREAS section 110.13 of the Education Act stipulates that centre principals shall participate in defining school board policies;

WHEREAS section 110.13 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 establish objectives and principles governing the allocation of subsidies, school tax proceeds and its other revenues”;

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

WHEREAS the draft Budget Management Process for the 2021-2022 school year was accepted in principle by the Council of Commissioners on March 10, 2021;

WHEREAS appropriate consultation has taken place;

It was MOVED by I. O’Gallagher, SECONDED by D. Cornforth and unanimously RESOLVED, THAT the Council of Commissioners accept the Budget Management Process - Adult and Vocational Education Sector for the 2021-2022 school year as in **Appendix 2** to the minutes.

c) Operating, Capital and Debt Service Budget (adoption)

WHEREAS as specified by the Education Act (chapter I-13.3), the Central Québec School Board must adopt and submit to the ministère de l’Éducation et de l’Enseignement supérieur its Operating, Capital Investment, and Debt Service Budget for the 2021-2022 school year;

WHEREAS this budget provides for an operating deficit of \$208,018 and that amount is less than the limit of appropriation of the accumulated surplus representing 15% of the accumulated surplus as of June 30, 2020, excluding the net book value of the properties as well as the funding grant related to the provision of employee benefits as of June 30, 2020;

WHEREAS the school tax proceeds in the amount of \$2,892,642 have been established taking into consideration:

- An adjusted standardized assessment of taxable immovables of \$25,000 and less in the amount of \$5,483,865;
- A number of 6,651 taxable immovables over \$25,000, and

21-09.11

New Business (continued)

c) Operating, Capital and Debt Service Budget (adoption) (continued)

- A rate of 0.1054 per \$100 of evaluation set by the Minister for the 2021-2022 school tax;

It was MOVED by C. Guay, SECONDED by J.-A. Toulouse and unanimously RESOLVED; THAT the Operating, Capital Investment and Debt Service Budget for the 2021-2022 school year with revenues of \$92,587,197 and expenses of \$92,795,215 be adopted and submitted to the *ministère de l'Éducation*.

d) Questionnaire à l'intention des principaux dirigeants des entités gouvernementales – Recensement des opérations entre apparentés

Commissioners were invited to print this form, complete, sign and send back to the General Directorate.

e) 2021-2022 Commissioners Stipends

It was MOVED by D. Ford-Caron, SECONDED by J. Robert and unanimously RESOLVED; THAT effective July 1, 2021, the total remuneration available for the commissioners and the parent commissioners be established in accordance with the amount payable with Decree #872-2021 adopted on June 23, 2021; and

THAT the total amount established be distributed as per the following:

Chairman	(\$7227 + \$1 030 + \$16 601)	\$24,858.00
Vice Chairman	(\$7227 + \$5 203)	\$12,430.00
Commissioners	(14 x \$7227)	\$101,178.00
Professional development		\$5,939.00
Constituency expenses		\$10,605.00
TOTAL		\$155,010.00

And; THAT any unspent monies generated from the application of Decree ##872-2021 be brought back to the attention of the Council of Commissioners; and

THAT Appendix A of the Policy on Remuneration and Constituency Expenses of the Council of Commissioners be updated with the above amounts.

New Business (continued)f) One-Year Transportation Contracts

It was MOVED by J.-A. Toulouse, SECONDED by C. Falle and unanimously RESOLVED; THAT the Central Québec School Board accept the following one-year transportation contracts for the 2021-2022 school year;

Transporter	Capacity	Territory	2021-2022 (\$) Excluding Tax
Transport Marc Juneau	12-row, # 530	Ste-Catherine J- Cartier	52,360.46
Lyne Robert	Berline	St-Gabriel-de-Valcartier	21,579.20
Autobus Rowley inc.	30-passengers (3 buses)	Lévis	45,960.85
		St-Appolinaire	46,977.95
		Charlesbourg	41,890.47
Autobus Québec Métro	12-row	L'Ancienne-Lorette	55,295.28

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

g) Nomination of Commissioners to the 2021-2022 CQSB Committees

This item is tabled to a future meeting as the Parent Commissioners for the 2021-2022 school year have not yet been elected.

h) 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 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 this responsibility;

It was MOVED by C. Guay, SECONDED by I. O'Gallagher and unanimously RESOLVED; THAT for the 2021-2022 school year, the representatives on the various Transport Advisory Committees for the Central Québec School Board be Julie Bureau and/or Marylène Perron at the C.s.s. de la Beauce-Etchemin, C.s.s. de l'Énergie, C.s.s. de la Jonquière, C.s.s. de Portneuf, C.s.s. du Chemin-du-Roy, and C.s.s. du Lac-Saint-Jean.

21-09.11

New Business (continued)

i) Acceptance of Staff House Purchase in Schefferville

WHEREAS the Council of Commissioners mandated Director General or the Part-Time Assistant Director General, in collaboration with the Chairman or the Vice-chairman, to make all necessary decisions during the summer months (June 17, 2021 – September 7, 2021);

WHEREAS the Director General or the Part-Time Assistant Director General and the Chairman or the Vice-chairman, were authorized to sign all documents pertaining to contracts to be concluded during the summer months, within the budget parameters of the Naskapi School;

WHEREAS the Council of Commissioners mandated the Director General to report all decisions to the Council of Commissioners at the September 8, 2021 regular meeting;

WHEREAS the Northeastern Québec Agreement specifies that the School Board will provide housing for employees recruited from outside the Schefferville area;

WHEREAS the school is faced with an increase in student population and consequently an increase in personnel;

WHEREAS there is little housing available in the Schefferville area;

WHEREAS the cost to build new accommodation far exceeds the cost to purchase existing housing;

WHEREAS *Ministère de l'Éducation du Québec* gave its authorization to purchase a house that was for sale in Schefferville. This fully renovated and furnished single-family house was listed for \$190,000, which represented a very good deal.

It was MOVED by J.-A. Toulouse, SECONDED by C. Guay and unanimously RESOLVED; THAT that the Central Québec School Board proceed with the purchase of the property located at 229 A.P. Low in Schefferville for the sum of \$190,000; and

THAT the Director General be authorized to sign all documents concerning this transaction on behalf of the School Board.

21-09.11

New Business (continued)

j) Acceptance of Appointment of a Returning Officer

WHEREAS the Council of Commissioners mandated Director General or the Part-Time Assistant Director General, in collaboration with the Chairman or the Vice-chairman, to make all necessary decisions during the summer months (June 17, 2021 – September 7, 2021);

WHEREAS the Director General or the Part-Time Assistant Director General and the Chairman or the Vice-chairman, were authorized to sign all documents pertaining to contracts to be concluded during the summer months;

WHEREAS the Council of Commissioners mandated the Director General to report all decisions to the Council of Commissioners at the September 8, 2021 regular meeting;

WHEREAS article 22 of the Act respecting school elections states that the Director General of the School Board is the returning officer *ex officio*. He may refuse to act as such only with authorization of the Council of Commissioners, who shall, in that case, appoint another person to replace him; and

WHEREAS the Director General of the Central Québec School Board does not wish to serve as the Board's Returning Officer;

It was MOVED by A. Gosselin, SECONDED by D. Ford-Caron and unanimously RESOLVED; THAT the Council of Commissioners of the Central Québec School Board authorize the Director General to not act as returning officer; and

THAT Martha Taylor Bégin be appointed as Returning Officer of the Central Québec School Board for the 2021 School Board Elections; and

THAT the Returning Officer shall be remunerated according to the Election Act and the tables provided by *Élections Québec* referring to the *Regulations respecting the tariff of remuneration and expenses of election officers*.

21-09.12

Committee Reports

a) Executive Committee

No meeting was held.

b) Parents' Committee

No meeting was held.

21-09.12 **Committee Reports (continued)**

c) Special Needs Advisory Committee

No meeting was held.

d) Transport Advisory Committee

No meeting was held.

e) Audit Committee

No meeting was held.

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

A meeting was held on September 2, 2021.

21-09.13 **Quebec English School Boards Association**

a) Report from the Board of Directors

No report was made. The next meeting will be held on September 10, 2021.

b) Report from Committees

No report was made.

21-09.14 **Next meeting**

The next regular meeting will be held on Wednesday, October 20, 2021.

21-09.15 **Question period**

a) Public

There was no public.

b) Commissioners

I. O’Gallagher asked if any strategy was taken to be able to recuperate former taxpayers who left the English School Board as the tax rate was higher than the French sector. As this is no longer the case.

21-09.16 **In-camera session**

No in-camera session was held.

21-09.17 **Adjournment**

The meeting was ADJOURNED at 8:51 p.m. on a motion by C. Guay.

Stephen Pigeon
Director General

Stephen Burke
Chairman

Adopted on October 20, 2021.