

Approved minutes of the regular meeting of the Council of Commissioners of the Central Québec School Board held on Wednesday, November 5, 2025, at 7 p.m. at the Board Office, 2046, chemin Saint-Louis, Québec (Québec) G1T 1P4 and by videoconference on the TEAMS platform.

Present:	Linda Bechtiger	Parent Commissioner (by TEAMS)
	Debbie Cornforth	Commissioner (by TEAMS)
	David Eden	Commissioner
	Debbie Ford-Caron	Commissioner (by TEAMS)
	Karine Gauthier	Commissioner (by TEAMS)
	André Gosselin	Commissioner
	Chantal Guay	Commissioner
	Jason Kilganan	Parent Commissioner
	Stephane Lagacé	Director General
	Cameron Lavallee	Commissioner
	Ian O'Gallagher	Vice-chairman
	Shirley Picknell	Commissioner
	KayLee Richardson	Parent Commissioner
	Jean Robert	Chairman
	Jo-Ann Toulouse	Commissioner (by TEAMS)
	Jo Visser	Commissioner

Absent:

In Attendance:	Julien Duchamp	Director of Educational Services
	Leslie Dussault-Marcoux	Recording Secretary
	Vincent Laliberté	Secretary General
	Yves Lambert	CQTA President (by TEAMS)
	Anissa Landry	Director of Financial Services
	Nancy L'Heureux	Assistant Director General
	Benoit Sévigny	Director of Buildings and Equipment, Information Technology and Purchasing
	Julie Simard	Director of Human Resources

25-11.01 Call to Order

The Chairman called the meeting to order at 7:07 p.m.

25-11.02 Native Land Recognition Statement

We would like to begin by acknowledging, honouring, and paying respect to our First Nations Communities; the traditional owners and custodians of the land on which we gather for this event today.

25-11.03 Approval of the Agenda

It was MOVED by C. Guay, SECONDED by J. Visser and unanimously RESOLVED; THAT the agenda be approved as presented.

25-11.04 Public Question Period

There were no questions.

25-11.05 Question Period for Students

No students were present.

25-11.06 Correspondence from Students

No correspondence was received.

25-11.07 Complaints

No complaints were received.

25-11.08 Approval of the Minutes of the Regular Meeting Held on October 1, 2025

It was MOVED by K. Gauthier, SECONDED by J. Kilganan and unanimously RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Wednesday, October 1, 2025, be accepted as presented.

25-11.09 Business Arising from the Minutes

No business arose from the minutes.

25-11.10 Report from the Chairman

The Chairman provided a verbal report to the Commissioners, including the following topics: New High School Project, Meeting with Minister Gagnon, Inauguration of the New Dek Hockey Platform at A.S.J. Memorial and St. Patrick's Elementary Schools.

25-11.11 General Directorate's Report

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

a) Update from Educational Services

J. Duchamp reported on the following: Preliminary Numbers, Update on Transportation Schedules for Q.H.S & St. Patrick's High Schools, International Student Program Registrations.

b) Update from Buildings & Equipment and IT and Purchasing

Although the impact of tariffs has started to show, the Purchasing team continues to work tirelessly towards minimizing their effects.

b) Update from Buildings & Equipment and IT and Purchasing (continued)

The transition to Windows 11 is almost complete and the last remaining computers that have not upgraded will be deactivated. As for the update of the Intranet, a beta version will soon be available, and the official deployment is planned for the beginning of 2026.

On October 8, 2025, representatives from the *Société québécoise des infrastructures* (SQI) visited the community of Kawawachikamach, toured three targeted construction sites for a new elementary school and received a presentation by Jimmy Sandy Memorial School's Principal, Joseph Whelan, on the realities and challenges of the Shefferville region. The presentation included the academic specificities, such as the Naskapi Culture course and the first years of elementary school being done in the Naskapi language.

c) Update from Human Resources

J. Simard reported on the teachers' workloads that were submitted by October 15th, as per the collective agreement; the presentation of the Onboarding Process during the Administrators' Meeting on Oct 21st; and Labour Relations Committee meetings on the 9th and 20th of October.

d) Update from Communications

The Communications Department and the Buildings and Equipment Department met with the communications team of the SQI—a meeting centered on the communication strategy needing to be synchronized with the construction timeline.

e) Update from Financial Services

The audit of CQSB's financial statements for the 2024–2025 school year has been completed and the proposed balanced budget for 2025–2026 will be approved at December 10th Council of Commissioners' meeting.

f) Update from Secretariat General

The Secretary General provided logistical support to the CQSB's governing boards for their first meetings, even attending one to offer in-person assistance. The Parents' Committee is scheduled to meet for the first time on November 12th, where a new Parent Commissioner will be elected for a one-year mandate to replace the recently resigned commissioner that represented high-school-level students.

25-11.11 General Directorate's Report (continued)

g) Update from the General Directorate

The Director General reported on the Board Office Staff Meeting held on October 2nd, where survey results were discussed in groups and more feedback was gathered; the Administrators' Meeting on October 21st and 22nd; the 27th Annual Edition of the CQSB Cross-Country Run, in which 14 schools participated; and the Director Generals' Meeting in Rimouski, held during the Provincial Organization of Continuing Education Directors, English (PROCEDE).

25-11.12 Strategic Planning

N. L'Heureux, in collaboration with J. Duchamp and J. Simard, presented a report on the Strategic Planning Updates for the month of October.

25-11.13 New Business

a) Operating, Capital Investment 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 2025–2026 school year;

WHEREAS this budget provides for an operating zero deficit;

WHEREAS the school tax proceeds in the amount of \$2,643,984 have been established taking into consideration:

- A number of 4,933 taxable residential immovables over \$25,000, and;
- A number of 1,231 taxable weighted immovables over \$25,000 from non-residential immovables (neutral panel, billed by French service centers)
- A rate of 0.08423 per \$100 of evaluation set by the Minister for the 2025–2026 school tax;

It was MOVED by I. O'Gallagher, SECONDED by S. Picknell, and unanimously RESOLVED; THAT the Operating, Capital Investment and Debt Service Budget for the 2025–2026 school year with revenues of \$115,818,475 and expenses of \$115,818,475 be adopted and submitted to the *ministère de l'Éducation*.

b) Authorization to Sign Contract with Playscripts Inc. (adoption)

WHEREAS under the Directive on the Management of Supply Contracts, Service Contracts, and Construction Work Contracts of Public Bodies, dated February 18, 2025, public bodies must obtain authorization from their governing Council of Commissioners to enter into directly negotiated contracts involving expenditures below the public tender thresholds;

New Business (continued)b) Authorization to Sign Contract with Playscripts Inc. (adoption) (continued)

WHEREAS section 13.1.1 of the Directive requires that a public body obtain such authorization from its Council of Commissioners for the acquisition of goods via an online marketplace, when the contract falls under the first paragraph of section 14 of the Act;

WHEREAS such authorization is not required when the company operating the online marketplace has a retail outlet in Québec or whose principal activity is the sale of Québec-made goods;

WHEREAS the Central Québec School Board requires the authorization from the Council of Commissioners for the following supplier: **Playscripts Inc.**

WHEREAS it is in the interest of administrative efficiency and regulatory compliance that the Director General be duly authorized by the Council of Commissioners to sign and approve such contract on behalf of the organization according to our purchasing policies and guidelines;

It was MOVED by C. Lavallee, SECONDED by K. Richardson and unanimously RESOLVED; THAT the Council of Commissioners authorizes the administrators responsible of these purchasing to negotiate and sign a contract on behalf of the organization.

c) Request for a Permanent Information Technology Support Program

WHEREAS the Information Technology Support program prepares students to practice the trade or occupation of information technology support technician in a variety of workplaces, such as information system design, information industries, public administration and related services; as front-line workers, they solve problems, respond to computer-related requests, provide in-person or remote assistance and are responsible for periodic maintenance tasks and for installing new equipment;

WHEREAS the Central Québec School Board (CQSB) does not yet have a program authorization for the Information Technology Support program;

WHEREAS, the Provincial Organization of Continuing Education Directors English (PROCEDE) has endorsed a program authorization request which had the required supporting documentation for the December 1, 2025, deadline for the 2026-2027 school year;

WHEREAS, on October 2, 2025, the PROCEDE table endorsed the request for a permanent Information Technology Support Program at the CQSB's Eastern Québec Learning Centre;

New Business (continued)c) Request for a Permanent Information Technology Support Program (continued)

WHEREAS the request for a permanent authorization to offer the Information Technology Support Program with the *Ministère de l'Éducation* must be approved by the Council of Commissioners;

It was MOVED by C. Guay, SECONDED by A. Gosselin, and unanimously RESOLVED; THAT the Central Québec School Board proceed with the process of application to the *Ministère de l'Éducation* for said permanent authorization.

d) Québec High School Parcels Sale to the Ville de Québec

WHEREAS, for public utility purposes, *Ville de Québec* requires a real and perpetual servitude for fire hydrants, utility cabinets, and streetlights on several parcels of land, which are designated below;

WHEREAS the immovable property is known and designated as being seven parts of Lot 6 267 163 of the Cadastre of Québec, Registration Division of Québec, represented by Parcels 1 to 7, with a total approximate area of 12.9 square meters, as shown, for indicative purposes, on the plan attached hereto and countersigned by the parties for identification purposes;

WHEREAS the sale price is set at twelve thousand six hundred dollars (\$12,600), payable in full upon the signing of the notarial deed of sale, as final and definitive payment for the transfer of ownership;

It was MOVED by A. Gosselin, SECONDED by D. Eden, and unanimously RESOLVED; THAT the Council of Commissioners of the Central Québec School Board mandates the Director General, Mr. Stéphane Lagacé, to sign, on behalf of the School Board, the documents to proceed with the sale of the above-mentioned immovable property to the *Ville de Québec*.

e) One-Year Transportation Contract

It was MOVED by C. Lavallee, SECONDED by J. Visser, and unanimously RESOLVED; THAT the Central Québec School Board accept the following one-year transportation contract for the 2025–2026 school year;

Transporter	Capacity	Territory	2025–2026 (\$) Excluding Tax
Transport SM Grant	Berline 865	Beauport	36,000

and;

25-11.13 New Business (continued)

e) One-Year Transportation Contract (continued)

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

25-11.14 Committee Reports

a) Executive Committee

No meeting was held.

b) Parents' Committee

No meeting was held.

c) Special Needs Advisory Committee

No meeting was held.

d) Transport Advisory Committee

A meeting was held on October 15, 2025. C. Lavallee reported on the start of the year going well besides some delays in bus routes going from the South Shore to high schools on the North Shore and how the Student Transportation Services work hard to get students home faster.

e) Audit Committee

No meeting was held.

f) Evaluation of the Director General

A meeting was held on November 4, 2025.

It was MOVED by A. Gosselin, SECONDED by K. Gauthier, and unanimously RESOLVED; to go in-camera for the report from the Evaluation of the Director General Committee.

It was MOVED by J. Visser and unanimously RESOLVED; to go out of camera.

g) Ethics and Governance Committee

No meeting was held.

25-11.14 Committee Reports (continued)

h) Human Resources Committee

No meeting was held.

i) Resource Allocation Committee

A meeting was held on October 20, 2025. It was mentioned that for every dollar paid by the school board towards buying books, the government would double that amount in a matching grant. The committee discussed ways to get these funds equitably distributed to all our schools.

25-11.15 Québec English School Boards Association

a) Report from the Board of Directors

D. Ford-Caron reported on the latest topics of the Board of Directors' meetings, including Bill 1 and other legal battles as well as the intention to have students be on the QESBA Student Advisory Committee.

b) Report from Committees

No report was made.

25-11.16 Next meeting

The next regular meeting will be held on December 10, 2025, and will exceptionally be done exclusively online. Commissioners from our outlying regions will be safe from travelling in difficult weather, as winter settles in.

25-11.17 Question period

a) Public

There were no questions.

b) Commissioners

Commissioner D. Ford-Caron asked the Chair when a QESBA representative would be attending one of the Council's meetings for a presentation, and J. Robert answered that he was still waiting for a response regarding their availability.

25-11.18 In-camera session

An in-camera session was held.

25-11.19 Adjournment

The meeting was ADJOURNED at 9:12 p.m. on a motion by J. Kilganan.

Vincent Laliberté
Secretary General

Jean Robert
Chairman

Approved on December 10, 2025.