



**Minutes of proceedings of a regular meeting of the Council of Commissioners of the New Frontiers School Board** held in the Library at Howard S. Billings Regional High School, 210 McLeod, Chateauguay, Quebec, on **Tuesday, February 6, 2024**, at 19:00 hours and at which the following commissioners were present, representing quorum of the Council of Commissioners:

- John Ryan, Chair
- Raymond Ledoux, Vice-Chair, Electoral Division #1, arrived at 19:05 hours
- Lina Chouinard, Electoral Division #3
- Dianne McKell Eastwood, Electoral Division #7
- Barbara Ednie, Electoral Division #9
- Lorne Ferguson, Commissioner representing Parents, Elementary Level
- Jennifer Largan, Commissioner representing Parents at Large
- Abdul Pirani, Electoral Division #6
- Caleigh Saucier, Commissioner representing Parents, Secondary Level
- Connor Stacey, Electoral Division #10
- Peter Stuckey, Electoral Division #8
- Joy Thomas, Electoral Division #5

**Absent with regrets:**

- Kenneth Crockett, Electoral Division #4
- Karin Van Droffelaar, Electoral Division # 2
- Brenda Bourdeau, Commissioner representing the Special Needs Advisory Committee

**Also in attendance:**

- Mike Helm, Director General
- Joyce Donohue, Assistant Director General & Secretary General
- Kara Johnstone, Director of Systems & Information Technology
- Chantal Martin, Director of Continuing Education
- Cuthbert McIntyre, Director of Human Resources
- Terence Savoie, Director of Financial Services
- James Walker, Director of Educational Services
- Sabrina Henderson, New Frontiers Administrators' Association Representative

**Call to Order & Opening Remarks**

The Chair opened this 343<sup>rd</sup> meeting at 19:04 hours and welcomed members. The Chair recognized the presence of the NFAA representative, Sabrina Henderson.

**Recognition Statement**

Commissioner J. Thomas acknowledged that the land on which we gather is the traditional and unceded territory of the Mohawk; a place which has long served as a site of meeting and exchange amongst Nations.

**Declaration of Conflict**

There were no declarations made relative to tonight's agenda items.

**Adoption of the Agenda**

The agenda was adopted as presented on a motion by Commissioner J. Largan.

**MOTION CARRIED** unanimously.

**Waiver – Reading of the Minutes of 2023-12-05 and 2024-01-23**

The readings of the minutes of the regular meeting of 2023-12-05 and of the special meeting of 2024-01-23 were waived on a motion by Commissioner A. Pirani.

**MOTION CARRIED** unanimously.

**Adoption of the Minutes of 2023-12-05**

It was moved by Commissioner B. Ednie that the minutes of the meeting of 2023-12-05 be adopted as presented.

**MOTION CARRIED** unanimously.

### **Adoption of the Minutes of 2024-01-23**

It was moved by Commissioner J. Largan that the minutes of the meeting of 2024-01-23 be adopted as presented.

**MOTION CARRIED** unanimously.

### **Public Question Period**

There were no members of the public in attendance.

### **Chair's Report**

The Chair presented his report, which will be available in the Governance folder. The report included the following subjects:

- AAESQ / QESBA Spring Conference: May 8-10, 2024. The Chair sought members' interest in attending;
- The Conference on English Public Education: postponed to September 25 and 26;
- School Board Elections: on track to take place on November 3, 2024;
- Upcoming events;
- Staff Appreciation Week: The Chair recognized NFSB employees for their work and their contributions to students.
- An invitation on behalf of Heritage Elementary School for "I Love to Read Week".
- February 5 tour of Nova, Harmony, and Howard S. Billings High School with Chateauguay MNA Marie-Belle Gendron. The Chair provided tour highlights and an overview of the MNA's comments during the tour.

### **Executive Committee**

The Chair reported that the next meeting of the Executive Committee will take place on February 13, 2024, at 16:30 hours on Teams. The Chair reported on the Executive Committee meeting of December 12, 2023, at which the following topics were discussed: November 3<sup>rd</sup> elections, QESBA and strike updates, major school change update, thanks for those involved in the HIVE project.

### **Resolution #CC24-02-06-001**

#### **Naming of Returning Officer – School Elections of November 3, 2024**

Whereas Article 22 of the Quebec Act Respecting School Elections indicates that: "22. *The director general of the school board is the returning officer 'ex officio'. He may refuse to act as such only with the authorization of the council of commissioners, who shall, in that case, appoint another person to replace him*";

Therefore, on the recommendation of the Director General, it was moved by Commissioner J. Largan that the Council of Commissioners approves that the title and responsibilities of "Returning Officer" for the school elections of November 3, 2024, be delegated to Luisa Benvenuti.

**MOTION CARRIED** unanimously.

### **Resolution #CC24-02-06-002**

#### **Identification of Policy EF "Information Security" for Updating**

Whereas the Act respecting Access to documents held by public bodies and the Protection of Personal Information ("ARA"), the Act respecting the governance and management of the information resources of public bodies and government enterprises, and the Directive gouvernementale sur la sécurité de l'information imposed obligations on educational institutions in their capacity as public bodies; and whereas the New Frontiers School Board's current Policy EF "Information Security" requires updating to be in compliance with the aforementioned acts and directive;

Therefore, on the recommendation of the Director General, it was moved by Commissioner B. Ednie that School Board Policy EF "Information Security" be identified for updating; and that Policy EF be referred to the Law 25 Information Security Committee, chaired by the Secretary General, to undertake said updating.

**MOTION CARRIED** unanimously.

### **Director General's Report**

The Director General presented his report, which will be available in the Governance folder. The report included the following subjects:

- NFSB Student Catch-Up Plan (*Plan de Rattrapage*). This was submitted to the Ministry on February 2
- Items from the standing committees: Educational Services; Human Resources and Operations
- Student Stories

## Standing Committee Reports from the Meetings of January 16, 2024

### Educational Services

The Vice-Chair, Commissioner C. Stacey, reported on the following items discussed at the meeting:

- CLC highlights
- HIVE Presentation from Vanessa Gold
- Offensive Construction
- Bus Safety Campaign – January 28-February 9

### Human Resources

The Chair, Commissioner B. Ednie, reported on the following items discussed at the meeting:

- Staff appreciation
- Long-term Service Banquet: May 24, 2024
- Administrative staffing timeline and preliminary structure
- Upcoming administrative appointments
- Upcoming school calendar

### Operations

The Chair, Commissioner D. McKell Eastwood, reported on the following items discussed at the meeting:

- January financial forecast and upcoming February financial forecast
- Capital projects
- Law 25
- Microsoft Vouchers
- Progress on the implementation of Information Security Audit recommendations
- Progress on annual reporting

### Parents' Committee Report

The Chair, Commissioner J. Lorgan, reported on the meeting of January 30, 2024, which took place in a hybrid format. Items included a presentation by Ms. Johnstone, Director of Systems & Information Technology, regarding school communications and a discussion on the school calendar. Other items on the agenda were tabled to an additional meeting scheduled on February 21, 2024.

### Special Needs Advisory Committee Report

The Chair presented the report in Commissioner B. Bourdeau's absence. The last meeting included a presentation on anxiety.

### Governance & Ethics Committee

The Vice-Chair, Commissioner C. Stacey, reported on the following items discussed at the meeting:

- Debrief on the January 16 session on pronouns in Council email signatures
- Debrief of the November 28 Professional Development session
- Council meeting locations and technology needs
- Bill 40 and Bill 23
- Committee assignments survey
- Spring Conference
- Outlook Calendar invitations for governance activities next year

### Transportation Advisory Committee

The Chair, Commissioner P. Stuckey, reported on the following items discussed at the meeting:

- The number of students impacted by the bus strike
- The challenges with drop off and pickup

### New Business

There was no new business to discuss.

### List of Disbursements

Commissioners were provided with the list of disbursements for the months of December 2023 and January 2024:

Chq Nbr	Chq Date	Paid To	Amount
231889	12/31/2023	AVOCATS LE CORRE & ASSOCIES, S.E.N.C.R.L. (LES)	11,908.19
231897	12/31/2023	CONSTRUCTIONS B. MARTEL INC.	39,415.95

231913	12/31/2023	GROUPE ICLASS CANADA	57,925.99
231919	12/31/2023	LES ENTREPRISES MCCLINTOCK	21,653.62
231925	12/31/2023	MATERIAUX PONT MASSON INC.	18,194.59
231931	12/31/2023	MULTI JEUX MARLIN	14,486.86
231939	12/31/2023	PAVAGES ULTRA INC.(LES)	37,826.78
231942	12/31/2023	PLOMBERIE NOEL FREDETTE INC	37,406.02
231947	12/31/2023	RSEQ MONTEREGIE	11,507.62
232047	12/21/2023	BIG BOX FUNDRAISING INC.	10,148.29
232110	12/31/2023	CONSTRUCTIONS B. MARTEL INC.	30,414.51
232112	12/31/2023	CONSTRUCTIONS J. BOULAIS INC.	420,884.38
232113	12/31/2023	CONSULTANTS BLITZ INC	14,544.35
232116	12/31/2023	ECOLE PETER HALL SCHOOL INC.	62,257.80
232136	12/31/2023	MONTREAL ORAL SCHOOL FOR THE DEAF INC.	14,499.51
232138	12/31/2023	MSA INFRASTRUCTURES INC.	19,063.24
232140	12/31/2023	NSW CONTROLE INC.	15,905.34
232147	12/31/2023	PLOMBERIE NOEL FREDETTE INC	62,356.54
232150	12/31/2023	QUEBEC ENGLISH SCHOOL BOARD ASSOCIATION	12,695.55
232153	12/31/2023	ROMCOBAT BATIMENTS INC	31,967.82
232182	12/21/2023	J. DAGENAIS ARCHITECTE	78,150.81
232184	12/31/2023	SAVARD ARCHITECTE	39,190.28
232272	1/4/2024	PIERRE DIGNARD, ARCHTECTE 9361-1945 QUEBEC INC	36,928.23
232291	1/4/2024	THERAPIE KIDDO ACTIVE THERAPY POINTE CLAIRE	15,338.79
232345	1/12/2024	NEDWORKS/NOEL BURKE	25,869.38
232347	1/12/2024	PAYSAGISTE MOOJIEKIND ENR.	26,161.78
232428	1/30/2024	LEARN QC	21,620.00
232480	1/31/2024	AVOCATS LE CORRE & ASSOCIES, S.E.N.C.R.L. (LES)	34,455.57
232503	1/31/2024	CONSTRUCTIONS J. BOULAIS INC.	58,129.48
232504	1/31/2024	CONSULAB EDUCATECH INC.	46,486.69
232505	1/31/2024	CONSULTANTS BLITZ INC	19,327.31
232506	1/31/2024	COPICOM INC	20,812.71
232508	1/31/2024	COUVERTURE MONTREAL NORD LTEE	11,237.66
232512	1/31/2024	ECOLE PETER HALL SCHOOL INC.	69,251.88
232526	1/31/2024	GIANT STEPS SCHOOL	60,566.00
232529	1/31/2024	GROUPE GESFOR POIRIER PINCHIN INC.,LE	15,357.80
232530	1/31/2024	GROUPE LE CORRE & ASSOCIES INC	10,406.32
232537	1/31/2024	INSO - MONTREAL	15,656.16
232543	1/31/2024	MASSICOTTE DIGNARD TAILLEFER PATENAUDE	42,447.41
232552	1/31/2024	OREILLE BIONIQUE INC. (L')	11,520.50
232566	1/31/2024	QUINCAILLERIE R. GAUTHIER INC.	16,540.30
232573	1/31/2024	SAVARD ARCHITECTE	18,238.22
232578	1/31/2024	SERVICE DE CONSULTATION DE VALLEYFIELD INC.	71,187.92
232587	1/31/2024	TENAQUIP LTD	13,568.46
232591	1/31/2024	ULINE CANADA CORPORATION	12,278.27

### Correspondence

There was no correspondence received.

### Unfinished Business / Business Arising / General Order

There was no unfinished business or business arising to discuss.

### Second Public Question Period

There were no members of the public present.

### Adjournment

There being no further business, the meeting was closed at 20:25 hours on a motion by Commissioner L. Ferguson.

**MOTION CARRIED** unanimously.

John Ryan  
Chair

Joyce Donohue  
Secretary General