



Approved minutes of the regular meeting of the Council of Commissioners of the Central Québec School Board held on Wednesday, January 22, 2025, at 7 p.m. on TEAMS platform.

Present:	Linda Bechtiger	Parent Commissioner
	Debbie Cornforth	Commissioner
	David Eden	Commissioner
	Christian Falle	Parent Commissioner
	Debbie Ford-Caron	Commissioner
	Karine Gauthier	Commissioner
	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
	Jean Robert	Chairman
	Jo-Ann Toulouse	Commissioner
	Jo Visser	Commissioner
Absent:	KayLee Richardson	Parent Commissioner
In Attendance:	Julien Duchamp	Director of Educational Services
	Leslie Dussault-Marcoux	Recording Secretary
	Vincent Laliberté	Secretary General
	Yves Lambert	CQTA President
	Anissa Landry	Director of Financial Services
	Nancy L’Heureux	Assistant Director General and Director of Human Resources
	Benoît Sévigny	Director of Buildings and Equipment, Information Technology and Purchasing

25-01.01 Call to Order

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

25-01.02 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.

25-01.03 Approval of the Agenda

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

25-01.04 **Public Question Period**

There were no questions.

25-01.05 **Question Period for Students**

No students were present.

25-01.06 **Correspondence from Students**

No correspondence was received.

25-01.07 **Complaints**

No complaints were received.

25-01.08 **Approval of the Minutes Regular Meeting Held on December 18, 2024**

It was MOVED by D. Cornforth, SECONDED by J. Visser and RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Wednesday, December 18, 2024, be accepted as presented.

Commissioner D. Ford-Caron abstained from voting

25-01.09 **Business Arising from the Minutes**

No business arose from the minutes.

25-01.10 **Report from the Chairman**

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

- New High School Project – January 9th
- RRES Inauguration – January 15th
- Agenda Meeting – January 15th
- QESBA Board Meeting – January 17th
- Memorable Moment

J.-A. Toulouse
joined the
meeting at
7:04 p.m.

25-01.11 **General Directorate's Report**

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

- a) Update from Educational Services

A School Transportation Action Plan is in the works and will provide step-by-step guidelines to better equip bus drivers, students, school personnel and parents or guardians.

25-01.11

General Directorate's Report (continued)

a) Update from Educational Services (continued)

Commissioner K. Gauthier inquired about the suspension process for school transportation services as she has met with parents regarding this matter. J. Duchamp responded that this process has many layers and that the decision to give a long-term suspension must come from the School Transportation Services in collaboration with the school administration. Opportunities are always offered for proactive education to reintegrate the students back on the bus as soon as possible. The Secretary General, V. Laliberté, added that parents may use the Complaint Process to share their dissatisfaction and have the decision reviewed by the Complaints Officer.

b) Update from Buildings & Equipment and IT

On January 13th, a milestone was reached in the new high school project: the CQSB acquired a plot of land, sold by the National Defence Department, which was a very coveted land and involved many levels of government as well as negotiations with the Huron Nation's leader.

c) Update from Human Resources

d) Update from Communications

Commissioner D. Ford-Caron congratulated Michèle Barbeau and the team that organized the inauguration ceremony at the Riverside Regional Elementary School for their excellent work in making this event a memorable experience.

e) Update from Financial Services

The Director of Financial Services announced that the CQSB had been selected by the MEQ for an audit for our financial statements as of March 31, 2025.

f) Update from Secretariat General

25-01.12

Strategic Planning

N. L'Heureux presented the updates on the Action Plans and Commitment-to-success plan for the month of December and January.

25-01.13

New Business

a) 3-year Plan & Deeds of Establishment (adoption)

WHEREAS section 211 of the Education Act stipulates that each school board shall establish a three-year plan for the allocation and destination of its immovables.

25-01.13

New Business (continued)

a) 3-year Plan & Deeds of Establishment (adoption) (continued)

WHEREAS section 211 also stipulates that, in accordance with the plan, deeds of establishment are to be issued to each school and centre listed in the plan;

It was MOVED by I. O’Gallagher, SECONDED by C. Lavallee, and unanimously RESOLVED; THAT pursuant to section 211 of the Education Act, the Central Québec School Board adopt the three-year plan and the deeds of establishment for its schools and centres for the 2025–2026, 2026–2027, 2027–2028 school years.

b) Updating the Complaints Officer

WHEREAS a procedure for the Examination of Complaints Relating to the Functions of the School Board was adopted by the Council of Commissioners on June 12, 2023;

WHEREAS a procedure of complaint from the Act respecting the National Student Ombudsman has been into effect across all school boards and CSS since August 28, 2023;

WHEREAS the Central Québec School Board needed to appoint a person in charge of processing complaints for both of these processes;

WHEREAS, on May 24, 2023, the Council of Commissioners accepted the recommendation of the Administrative Council that Me Vincent Laliberté, Secretary General, be appointed the person in charge of processing complaints;

WHEREAS the processing of complaints will now fall under the General Directorate;

It was MOVED by K. Gauthier, SECONDED by D. Ford-Caron, and unanimously RESOLVED; THAT the Council of Commissioners accepts the appointment of Mélanie Simard, Administration Officer for the General Directorate, as the person in charge of processing complaints for the Central Québec School Board, effective immediately.

c) Amendments to the Organizational Chart (adoption)

WHEREAS, at the December 3, 2024, Human Resources Committee meeting, a modified Organizational Chart was presented;

WHEREAS, at the December 18, 2024, Council of Commissioners meeting, the document was deposited for consultation purposes;

25-01.13

New Business (continued)

c) Amendments to the Organizational Chart (adoption) (continued)

WHEREAS the document was sent to the Central Québec Association of Administrators (AAESQ) and to the Central Québec local chapter of the *Association québécoise des cadres scolaires* (AQCS) for consultation;

WHEREAS the feedback received by both groups was presented to the Council on January 22, 2025;

It was MOVED by S. Picknell, SECONDED by D. Eden, and unanimously RESOLVED; THAT the revised Organizational Chart of the Central Québec School Board be accepted as presented.

d) Hiring of a General Contractor: Installation of four (4) Portable Classrooms – Jimmy Sandy Memorial School

WHEREAS the Central Québec School Board had confirmation from the ministry for the installation of four (4) portable classrooms at Jimmy Sandy Memorial School;

WHEREAS plans and specifications were prepared and a public call for tenders for general contractors was published on *Système électronique d'appel d'offres du gouvernement du Québec* (SEAO) on November 22, 2024, and the envelopes were opened on January 9, 2025;

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 A. Gosselin, SECONDED by J.-A. Toulouse, and unanimously RESOLVED; THAT the Central Québec School Board's Council of Commissioners accept the lowest tender that met the specifications for the installation of 4 portable classrooms at Jimmy Sandy Memorial School (1014 Naskapi Road, Kawawachikamach QC G0G 2Z0) as submitted by 9210-3837 QUÉBEC INC. (FDF CONSTRUCTION) (145 rue des Turquoises, Boischatel QC G0A 1H0), in the amount of \$4,967,485.00 (taxes not included); and

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

25-01.14

Committee Reports

a) Executive Committee

No meeting was held.

b) Parents' Committee

A meeting was held on January 9, 2025.

No quorum unfortunately, so only round table and discussion on how to recruit more parents for future school years.

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

No meeting was held.

25-01.15

Québec English School Boards Association

a) Report from the Board of Directors

D. Ford-Caron and J. Robert did a report on the following topics:

Bill 21, Professional Development Sessions, Spring Conference Registration.

25-01.15 **Québec English School Boards Association (continued)**

a) Report from the Board of Directors (continued)

The next meeting will be held on Feb 7th.

b) Report from Committees

No report was made.

25-01.16 **Next meeting**

The next regular meeting will be held on February 26, 2025.

25-01.17 **Question period**

a) Public

There were no questions.

b) Commissioners

There were no questions.

25-01.18 **In-camera session**

No in-camera session was held.

25-01.19 **Adjournment**

The meeting was ADJOURNED at 8:05 p.m. on a motion by C. Guay.

Vincent Laliberté
Secretary General

Jean Robert
Chairman

Approved on February 26, 2025.