

Approved minutes of the regular meeting of the Council of Commissioners of the Central Québec School Board held on Wednesday, October 1, 2025, at 8 p.m. by videoconference on the TEAMS platform.

Present:	Linda Bechtiger	Parent Commissioner
	Debbie Cornforth	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
	KayLee Richardson	Parent Commissioner
	Jean Robert	Chairman
	Jo-Ann Toulouse	Commissioner
	Jo Visser	Commissioner
Absent:	David Eden	Commissioner
	Shirley Picknell	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
	Benoit Sévigny	Director of Buildings and Equipment, Information Technology and Purchasing
	Julie Simard	Director of Human Resources

25-10.01 Call to Order

The Chairman called the meeting to order at 8 p.m.

25-10.02 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.

25-10.03 Approval of the Agenda

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

25-10.04 **Public Question Period**

There were no questions.

25-10.05 **Question Period for Students**

No students were present.

25-10.06 **Correspondence from Students**

No correspondence was received.

25-10.07 **Complaints**

No complaints were received.

25-10.08 **Approval of the Minutes of the Regular Meeting Held on September 5, 2025**

It was MOVED by J. Kilganan, SECONDED by K. Gauthier and unanimously RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Friday, September 5, 2025, be accepted as presented.

25-10.09 **Business Arising from the Minutes**

Since the Transport Committee meetings of the *Centres de services scolaires* (CSS) tend to have more of an administrative nature, an invitation may be sent to Commissioners in the event of a complaint reaching the National Student Ombudsman.

25-10.10 **Report from the Chairman**

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

- CBC Interviews
- QESBA Meetings – Sept 12th & 22nd
- CQSB Cross Country Run
- Meeting on the *Programme académique Paix, Sécurité, Prospérité & La Bataille de Québec 1775* – Sept 25th
- Jimmy Sandy Memorial School 40th Anniversary Celebration – Sept 30th
- Truth and Reconciliation Day – Sept 30th

D. Cornforth
joined the
meeting at
8:09 p.m.

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 presented a report on the enrolment statistics, although further details will be shared with the Council at the next meeting; the Anti-Bullying Anti-Violence Plan (ABAV) now has a new template from the *ministère de l'Éducation*; a minibus was added to better support the travel of students from the South Shore to high schools on the North Shore such as St. Patrick's and QHS; and the Transportation Services' current challenges with the Québec City's many roadworks that make it difficult to reach the schools and even the Board Office.

b) Update from Buildings & Equipment and IT

The opening of the public tenders for the construction of the new English-language high school in Sainte-Foy has been moved to October 2, 2025. More than a thousand questions have been received so far, a testament to the interest demonstrated in this exciting project.

c) Update from Human Resources

The Human Resources Department's ongoing efforts to hire and recruit qualified staff have allowed the CQSB to fully staff most of its schools.

Following a decision by the *Commission des normes, de l'équité, de la santé et de la sécurité du travail* (CNESST), a Pay Equity Adjustment has been granted for the following job categories: School or Centre Secretary, Student Supervisor and Attendant for Handicapped Students. The retroactive payments will be issued in the Fall of 2025.

d) Update from Communications

In collaboration with the Emergency Measures Committee (CMU), the Communications Department is actively participating in defining a clear and effective process for the dissemination of emergency preparedness information, through the right channels and across its establishments.

e) Update from Financial Services

As of September 22, 2025, our auditors have started the school board's audit for the Financial Statements of the 2024–2025 school year; a mandate that should last about three weeks.

25-10.11 **General Directorate's Report (continued)**

f) Update from Secretariat General

As part of the Secretariat General's ongoing commitment to compliance and historical preservation, the CQSB's archivist is currently leading a review and update of our document conservation delays in alignment with the *Recueil des règles de conservation des centres de services scolaires et commissions scolaires*.

g) Update from the General Directorate

During the past month, the CQSB's Director General and Assistant Director General attended the following:

- Meeting with the new *Ministre de l'Éducation*, following her nomination on September 15th;
- Monthly Meeting of the Director Generals and Assistant Director Generals of the English School Boards, on September 11th and 12th;
- Meeting of the Director Generals of the *Centres de services scolaires* of the Québec City Region, on September 18th;
- Jimmy Sandy Memorial School 40th Anniversary, a ceremony held on September 30th, the National Day for Truth and Reconciliation, which the Chairman of the Council of Commissioners also attended.

25-10.12 **Strategic Planning**

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

25-10.13 **New Business**

a) One-Year Transportation Contracts

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

Transporter	Capacity	Territory	2025–2026 (\$) Excluding Tax
Transport Marc Juneau	Berline	Ste-Foy	36,000
Lyne Robert	Berline	Tewkesbury & Valcartier	40,159.58
Autobus Landry	Bus 755	Beauce	78,452.40
Transport Nadia Lapointe	Berline 830	Ste-Foy	26,432.42

25-10.13

New Business (continued)

a) One-Year Transportation Contracts (continued)

and;

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

b) 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 has been received for consultation purposes. The final document will be presented for adoption at the December 10, 2025, meeting of the Council of Commissioners.

c) Criteria for the Admission and Enrolment of Students (deposit)

In previous years, the draft Criteria for the Admission and Enrolment of Students has been received for consultation purposes. The final document will be presented for adoption at the December 10, 2025, meeting of the Council of Commissioners.

d) Nominations to QESBA Board of Directors and Executive Committees

WHEREAS the Quebec English School Board Association (QESBA) Board of Directors consists of two members appointed by each member board;

WHEREAS the Quebec English School Board Association (QESBA) Executive Committee membership shall consist of either the Board Chairperson or Vice-chairperson from each of the nine English school boards;

It was MOVED by J. Visser, SECONDED by D. Cornforth, and unanimously RESOLVED; THAT Jean Robert and Debbie Ford-Caron be nominated to the Board of Directors of the QESBA; and

THAT Jean Robert sits on the Board of Directors as a member of the Executive Committee of QESBA.

It was MOVED by I. O’Gallagher, SECONDED by C. Guay, and unanimously RESOLVED; to go in-camera for the next resolution.

e) Dismissal

WHEREAS Employee 158 961 923 was formally relieved of their duties on August 22, 2025, in accordance with Clause 5.9-03 of the Teachers’ Local Agreement;

25-10.13

New Business (continued)

e) Dismissal (continued)

WHEREAS the Union has been informed by written notice of the Board's intention to terminate the engagement of employee 158 961 923;

WHEREAS Employee No. 158 961 923 has not communicated with the School Board to renew the employee's leave of absence in April 2024, nor their intention not to report to work. The employee also didn't provide valid reasons for their lack of communication due to physical or mental incapacity or due to circumstances beyond their control;

WHEREAS the School Board has repeatedly tried to communicate with Employee 158 961 923 via email, phone calls, and registered letters sent to their residence;

WHEREAS as per collective agreement 5-9.06, a breach of contract shall constitute a reason for dismissal and shall have the effect of allowing the board to terminate a teacher's contract of engagement according to the procedure prescribed in clauses 5-7.03, 5-7.04, and 5-7.06. 5-9.07;

It was MOVED by K. Richardson, SECONDED by C. Guay, and unanimously RESOLVED; THAT, in accordance with Clause 5.7-00 of the Teachers' Local Agreement, the Contract of Engagement between the Central Québec School Board (CQSB) and employee 158 961 923 be terminated immediately and that, effective October 1, 2025, the employee be dismissed from the service of the Board.

It was MOVED by C. Lavallee, SECONDED by C. Guay, and unanimously RESOLVED; to go out of camera.

25-10.14

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

No meeting was held.

25-10.14 **Committee Reports (continued)**

e) Audit Committee

A meeting was held on September 19, 2025.

I. O’Gallagher reported on the auditors’ presentation of the Audit Plan and indicated that, since an additional audit had been conducted in March 2025, most of the work had already been completed, allowing the school board to submit everything to the MEQ by October 10th. The next Audit Committee meeting is scheduled for early November and will focus primarily on the comments to be submitted to the Commissioners.

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.

25-10.15 **Québec English School Boards Association**

a) Report from the Board of Directors

D. Ford-Caron suggested that an invitation be extended to representatives from QESBA, either for a pre-session or a regular meeting of the Council of Commissioners.

b) Report from Committees

No report was made.

25-10.16 **Next meeting**

The next regular meeting will be held on November 5, 2025.

25-10.17 **Question period**

a) Public

There were no questions.

b) Commissioners

Commissioner C. Guay thanked the Council for agreeing to schedule certain meetings on Friday evenings, such as the one held on September 5th. Commissioners from the Outlying Regions greatly appreciated this initiative, as it is easier for them to travel and attend meetings in person.

25-10.18 **In-camera session**

An in-camera session was held from 9:30 p.m. to 9:40 p.m.

25-10.19 **Adjournment**

The meeting was ADJOURNED at 10:03 p.m. on a motion by D. Ford-Caron.