

## COUNCIL OF COMMISSIONERS

Minutes of the proceedings of a regular session of the Council of Commissioners for Riverside School Board held at the Administration Centre, 299 Sir-Wilfrid-Laurier Blvd., St. Lambert, Québec on August 18, 2009.

The Secretary General established that quorum was met and Chairman Moira Bell, called the meeting to order at 7:40 p.m.

### COMMISSIONERS PRESENT:

M. Bell	H. Dumont	L. Llewelyn Cuffling
F. Blais	D. Gareau	N. Nichols
K. Cameron	D. Guerriero	S. Rasmussen
A. Capobianco Skipworth	D. Horrocks	G. Sastre
P. D'Avignon	D. Lamoureux	D. Smith
	M. L'Heureux	<b>PARENTS</b> – P. Chouinard, D. Copeman

Regrets: P. Booth Morrison, M. Cloutier, M. Gour, Maria Nasso-Maselli, Gail Somerville

### Also present

Kevin Lukian, Director General  
 Stephen Lessard, Assistant Director General  
 Denise Paulson, Secretary General  
 Germen Brière, Director of Financial Resources  
 Pierre Farmer, Director of Material Resources & Technology  
 Michel La Rue, Director of Human Resources

### ADOPTION OF THE AGENDA:

IT IS MOVED by Commissioner D'Avignon, and seconded by Commissioner Chouinard, that the agenda be adopted as amended and that a copy be appended to the Minutes of this meeting.

7.1.4 Withdrawn

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**PUBLIC QUESTIONS :** None

### ADOPTION OF THE MINUTES OF THE MEETING HELD ON JULY 7, 2009:

IT IS MOVED by Commissioner Smith, and seconded by Commissioner Rasmussen, that the Minutes of the meeting held on July 7, 2009 be adopted, as amended:

Addition to Other business: Notice of motion

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### BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

- Mrs. Bell, Mr. Jones and the Director General met with Mrs. Sharon Hennessy on July 14, 2009 to discuss the changed transportation service that would be provided to some St. Hubert students.
- The draft Policy on Communications was sent out for consultation.

### CHAIRMAN AND DIRECTOR GENERAL

Chair's report – M. Bell

- St. Johns School is one of three competitors in the geo-thermal system contest; a representative from Hydro Quebec visited the school and photographed the principal and the Chairman
- Tour of Greenfield Park International School
- Tour of Chambly Academy – ribbon cutting ceremony will take place on October 15, 2009 from 5 p.m. to 7 p.m.

Director General's report – K. Lukian

- It was with shock and sadness that we learned of the tragic death of Joseph Jivan, a secondary 4 student at Centennial. Our deepest condolences to Joseph's family.
- The MELS consulted various groups at a meeting held on July 9, on a new MELS Action Plan on '*La Persévérance Scolaire*' that will be launched this fall.
- The vast majority of Summer 2009 capital projects have or will be completed prior to school opening.
- Plans are underway to organize a ceremony to highlight the official opening of the new facilities at Chambly Academy. The date is Thursday, October 15, 2009.
- ACCESS will be offering the Technical Assistance in Pharmacy programme for the first term beginning September 8.
- Congratulations to Harold Napper School where over 500 students participated in the Jump Rope for Heart and Dribble with Heart campaign and raised over \$13,500 for the Heart and Stroke Foundation of Quebec.

Parents' Committee: P. Chouinard/D. Copeman

Next meeting: August 31

**REPORTS** (non-voting items only)

Executive - L. Cuffling:

- Next meeting: September 1

Transportation Advisory - L. Cuffling:

- No report

Communication – S. Rasmussen:

- No report

Education – S. Rasmussen:

- No report

Financial and Material Resources – D. Lamoureux:

- Meeting held August 18 at 6:30 p.m.

Human Resources - G. Sastre:

- Meeting held August 18.

Lifelong Learning and Career Education Committee (LLACE)-D. Smith:

- No report

QESBA – D. Horrocks/P. D'Avignon:

- No report

Safe and Caring Schools Committee – K. Cameron

- No report

Advisory Committee on Special Needs –

- No report

**NEW BUSINESS**

Resolution B287-20090818

**ELECTION OF THE MEMBERS OF THE EXECUTIVE COMMITTEE OF THE COUNCIL OF COMMISSIONERS OF RIVERSIDE SCHOOL BOARD:**

WHEREAS By-Law 3 – Delegation of Powers to the Executive Committee – establishes that the voting members shall be 6 commissioners elected to the Executive and the Chair of the Council of Commissioners:

IT IS MOVED by Commissioner Chouinard, and seconded by Commissioner Dumont, that nominations be opened and that a ballot vote be taken, if necessary, to elect the members of the Executive Committee for Riverside School Board.

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**NOMINATIONS:**

Commissioner Chouinard nominates Commissioner Cameron and Commissioner Capobianco Skipworth seconds the nomination.

Commissioner Cameron nominates Commissioner Cuffling and Commissioner Blais seconds the nomination.

Commissioner Horrocks nominates Commissioner Smith and Commissioner Sastre seconds the nomination.

Commissioner Dumont nominates Commissioner Capobianco Skipworth and Commissioner D'Avignon seconds the nomination

Commissioner Blais nominates M. L'Heureux and Commissioner Nichols seconds the nomination.

Commissioner Cuffling nominates Commissioner Blais and Commissioner Dumont seconds the nomination.

Commissioner Horrocks moves that nominations cease and Commissioner Sastre seconds.

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**DECLARATION OF ACCLAMATION:**

The following Commissioners are therefore declared acclaimed as members of the Executive Committee for Riverside School Board, effective immediately.

Commissioner Cameron  
Commissioner Cuffling  
Commissioner Smith  
Commissioner Capobianco Skipworth  
Commissioner L'Heureux  
Commissioner Blais

Resolution B288-20090818

**ELECTION OF MEMBERS OF THE TRANSPORTATION ADVISORY COMMITTEE:**

WHEREAS the Transportation Advisory Committee is mandated by Article 188 of the Education Act; and

WHEREAS it is mandated in the composition of the Transportation Advisory Committee that two Commissioners of the Council of Commissioners be members of the committee:

IT IS MOVED by Commissioner Lamoureux, and seconded by Commissioner D'Avignon, that

nominations be opened and that a ballot vote be taken, if necessary, to elect the members of the Transportation Advisory Committee for Riverside School Board.

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**NOMINATIONS:**

Commissioner D'Avignon nominates Commissioner Cuffling and Commissioner Dumont seconds the nomination.

Commissioner Smith nominates Commissioner Gareau and Commissioner Cameron seconds the nomination. Commissioner Gareau declines.

Commissioner L'Heureux nominates Commissioner Chouinard and Commissioner Copeman seconds the nomination.

Commissioner Smith moves that nominations cease and Commissioner Sastre seconds.

UNANIMOUS

**DECLARATION OF ACCLAMATION:**

The following Commissioners are therefore declared acclaimed as members of the Transportation Advisory Committee for Riverside School Board, effective immediately.

Commissioner Cuffling

Commissioner Chouinard

Resolution B294-20090818

**NOMINATIONS TO THE BOARD OF DIRECTORS OF THE QESBA:**

IT IS MOVED by Commissioner Cameron, and seconded by Commissioner Rasmussen that Commissioners Horrocks and D'Avignon be named to the Board of Directors of the Quebec English School Boards Association.

ABSTENTION 1

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Resolution HR208-20090818

**APPOINTMENT OF AN ASSISTANT DIRECTOR OF FINANCIAL RESOURCES:**

IT IS MOVED by Commissioner D'Avignon, seconded by Commissioner Horrocks, that Michel Bergeron be appointed to the position of Assistant Director of Financial Resources, effective at a date to be confirmed by the Director General.

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Resolution MR167-20090818

**RATIFICATION OF AN AUTHORIZATION FOR EMERGENCY WORK CARRIED OUT AT ST-LAMBERT ELEMENTARY:**

WHEREAS Riverside School Board adopted the resolution MR152-20090317 awarding a contract to proceed with the restoration of the masonry of the old section at St-Lambert Elementary school;

WHEREAS it was necessary to negotiate and agree to an amendment to the contract to include unanticipated and urgent work to rebuild part of the upper brick work of the building and increase the construction cost for an amount of \$45,150.00 which represents 20% of the contractual amount of \$219,186.00;

WHEREAS special powers are given to the Director General under Article 6.1b of the Policy on Purchasing of Goods and Services and article 4.1.3 of Bylaw 4 to take any measure requiring

immediate action for the continued functioning of the Board's schools;

WHEREAS on July 13, 2009, the Director General authorized the Director of Material Resources to proceed with this emergency work;

WHEREAS supplementary monies are available within Riverside School Board's «Maintien des bâtiments » program;

WHEREAS the emergency work needed to be done to ensure the safety of students and staff and the continued functioning of the school;

WHEREAS as per the « Loi sur les contrats des organismes publics », the Council of Commissioners must ratify extra expenditures to contracts awarded from a public bid and may delegate the authorization of extra expenditures by maximum increments of 10%;

WHEREAS this resolution was reviewed and is supported by the Financial and Material Resources Committee;

IT IS MOVED by Commissioner Chouinard, and seconded by Commissioner Lamoureux, that Riverside School Board ratify an amendment for emergency work at St. Lambert Elementary, for an amount of \$45,150.00 including taxes, and delegate to the Director General and the Director of Material Resources and Technology the power to authorize within their own level of delegation extra expenditures of work up to a supplementary amount of 10% of the original cost from the new actualized cost of the contract.

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Resolution MR168-20090818

**CHANGE OF A CONTRACTOR FOR THE ROOF REPLACEMENT AT MOUNTAINVIEW SCHOOL IN OTTERBURN PARK :**

WHEREAS Riverside School Board awarded, through Resolution MR149-20090217, the contract to proceed with the roof replacement at Mountainview School in Otterburn Park to the lowest bidder in conformity, Les Toitures Continental, for an amount of \$489,915.72, including taxes;

WHEREAS Les Toitures Continental had agreed to start, as per the contract, the demolition of the old roof as of June 26<sup>th</sup>, subsequently delayed the start of the work to August 3<sup>rd</sup> and finally informed the school board that work could not be started before August 10<sup>th</sup>;

WHEREAS Les Toitures Continental demonstrated it could not fulfill its contract, thus jeopardizing the start of the school year;

WHEREAS Toitures Léon Inc., second lowest bidder, had unfilled orders that precluded it from being able to do the work in August;

WHEREAS negotiations between Les Toitures Continental, the performance bond company and Material Resources in order to permit a safe start of the school year led to an agreement that Les Entreprises Cloutier & Gagnon (1988) Ltée, third lowest bidder, would start the work on August 6th to finish demolition no later than August 21st at no extra cost for the school board;

WHEREAS a public call for tenders received on February 6, 2009 and the results are as follows:

Les Toitures Continental	\$489,915.72
Toitures Léon Inc.	\$492,586.50
Les Entreprises Cloutier & Gagnon (1988) Ltée	\$495,061.85
Toitures Couture & Associés Inc.	\$509,451.15
Les Toitures Vick & Associés Inc.	\$511,549.50
J. Raymond Couvreur	\$528,255.00
Couvertures Victo 2000 Inc.	\$530,012.10
Les Entreprises Chatel Inc.	\$584,827.95
Guy Beauregard Inc.	\$654,675.00

WHEREAS Les Toitures Continental agreed to pay the difference and related additional costs between the two bids;

WHEREAS this resolution was reviewed and is supported by the Financial and Material Resources Committee :

IT IS MOVED by Commissioner Capobianco-Skipworth, and seconded by Commissioner D'Avignon, that Riverside School Board ratify the replacement of the firm, Les Toitures Continental by Les Entreprises Cloutier & Gagnon (1988) Ltée, to fulfill the contract for the roof replacement at Mountainview School in Otterburn Park, for the amount of \$495,061.85, including taxes, and that the Director General be authorized to sign the contract to that effect.

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### **OTHER BUSINESS**

Correspondence - As listed in Appendix "A" to these Minutes. Copies available to the public.

**PUBLIC QUESTIONS** : None

### **ROUND OF APPLAUSE**

- Commissioner Cuffling congratulated retired St. Jude teacher, Mrs. Nusrat Mirza, who, along with three of her former students, Katherine Prince, Erika Marchand and Hannah MacMillan (now attending CRHS), presented their project at the 2009 UNEP Tunza International Children and Youth Conference, in Korea earlier this month. The theme of the conference is "Climate Change: Our Challenge". The students are presenting the project they did in grade 6 about idling school buses, which has led to the anti-idling bylaws.

### **CLOSING:**

IT IS MOVED by Commissioner Blais, and seconded by Commissioner Capobianco-Skipworth, at 8:50 p.m., that the meeting be closed.

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Moira Bell, Chairman

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Denise Paulson, Secretary General



***CORRESPONDENCE - RIVERSIDE SCHOOL BOARD***  
09.08.17

<b><i>FROM</i></b>	<b><i>TYPE</i></b>	<b><i>SUBJECT</i></b>
Frank Gatien, Chambly, Qc	Letter to the Chairman and the Director General	School taxes
Michelle Courchesne, MELS	Letter to the Chairman	Financial aid for the S.T.A.R.S. project
Alyson Rowe, <i>Youth Outreach War Child Canada</i>	Letter to the Chairman	10th anniversary
J. May Colleary Smith, St. Lambert, Qc	Letter to the Chairman and the Director General	School taxes



Members are hereby convened to a regular meeting **Tuesday, August 18, 2009 at 7:30 p.m.** at  
the Administration Centre  
299 Sir-Wilfrid-Laurier Blvd., Saint Lambert, Québec.

## REVISED AGENDA – REGULAR MEETING

1. Call to Order and Quorum
2. Adoption of the Agenda (a 10 minute break will be called during the meeting)
3. Questions from the Public – 30 minutes
4. Approval of Minutes
  - 4.1 Adoption of the Minutes of July 7, 2009
  - 4.2 Business arising from the Minutes of July 7, 2009
5. Chairman and Director General
  - 5.1 Chairman's Report
  - 5.2 Director General's Report
  - 5.3 Parents' Committee Report
6. Committee Reports
  - 6.1 Executive
  - 6.2 Transportation
  - 6.3 Communication
  - 6.4 Education
  - 6.5 Financial and Material Resources
  - 6.6 Human Resources
  - 6.7 L.L.A.C.E.
  - 6.8 Q.E.S.B.A.
  - 6.9 Safe and Caring Schools
  - 6.10 Advisory Committee on Services for Students with Special Needs
  - 6.11 Ad Hoc Strategic Plan Steering Com
7. New Business
  - 7.1 Board Administration
    - 7.1.1 Election – Executive Committee
    - 7.1.2 Election – Transportation Advisory Committee
    - 7.1.3 Nomination to the Board of Directors of QESBA
    - 7.1.4 Withdrawn
  - 7.2 Human Resources
    - 7.2.1 Appointment of an Assistant Director of Financial Resources
  - 7.3 Material Resources
    - 7.3.1 Ratification of Authorization for Emergency Work Carried Out at St. Lambert Elementary School
    - 7.3.2 Ratification of a Change in Contractors for Roof Work at Mountainview School
8. Correspondence
9. Other Business
10. Questions from the Public – 20 minutes
11. Round of Applause (limit of 2 minutes/member)
12. Closing

Given at St. Lambert, Québec, on August 14, 2009

Denise Paulson  
Secretary General