

## 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 October 19, 2010.

The Secretary General established that quorum was met and Chairman Moira Bell, called the meeting to order at 7:35 p.m.

### **COMMISSIONERS PRESENT:**

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

Regrets: M. Cloutier

Absent: D. Guerriero

### **Also present**

Stephen Lessard, Director General  
Pierre Farmer, Assistant Director General  
Denise Paulson, Secretary General  
Michel Bergeron, Director of Financial Resources and Transportation  
Lyse Gendron-Brodeur, Director of Secondary Schools  
Wendy Bernier, Interim Director of Human Resources  
Mary Williams, Director of Elementary Schools  
Gail Somerville, Director of Complementary Services  
Louise Beaupré, Director of Adult and Continuing Education

**Presence noted** C. Lauzier, E. Gillies-Poitras, J.R. St-Cyr

### **ADOPTION OF THE AGENDA:**

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Cuffling, that the agenda be adopted and that a copy be appended to the Minutes of this meeting.

UNANIMOUS

**PUBLIC QUESTIONS :** Nil

### **ADOPTION OF THE MINUTES OF THE MEETING HELD ON SEPTEMBER 21, 2010**

IT IS MOVED by Commissioner D'Avignon, seconded by Commissioner Rasmussen, that the Minutes of the meeting held on September 21, 2010 be adopted.

UNANIMOUS

### **BUSINESS ARISING FROM THE MINUTES**

The Director General followed up:

- Nil

### **CHAIRMAN AND DIRECTOR GENERAL**

#### Chair's report – M. Bell

- Attended Thanksgiving breakfast at Good Shepherd School on October 8
- Met with Louise Beaupré and Fatima Houada-Pépin to discuss the voc ed dossier on October 13
- Attended the Academic Awards at CRHS on October 15
- DG Liaison Committee met on October 18 – reviewed objectives
- Meeting October 19 with HRHS Governing Board chair, Ken Scott and Carol McGill to review Board office construction project – will plan future meetings

#### Director General's report – S. Lessard

- Discussions are ongoing with the MELS over a provisional authorization to be able to offer the Pharmacy and Technical Assistance program.
- Attended retirement celebrations for Francine Boucher – Financial Resources, Carol Pierce – ACCESS, Carol Swiston – Royal Oak and Ken Prokosh – Good Shepherd
- Director General was interviewed by Nancy Wood of CBC TV & Radio on the issue of administrative computer keyboards.
- Attended an ArtsSmarts Symposium in Montreal
- Attended a meeting with CRÉ de Longueuil along with the DGs of Des Patriotes and Marie Victorin school boards to discuss school success monies coming from *La Fondation Chagnon* and the provincial government and insisted on this money being used to promote programs for at-risk students in our schools rather than on research.
- Attended an information session on evaluation and reporting with Educational directors, in-school administrators and representatives of the RTU
- Attended Thanksgiving breakfast at Good Shepherd School with Mrs. Gour, Mrs. Bell and Mr. LeSueur, RTU president, on October 8
- Attended the funeral of the mother of Mary Williams on October 16. My sincere condolences to Mary and her family.
- Attended a DG liaison meeting on October 18
- Attended the Advisory Board on English Education in order to help prepare a brief on special needs students.
- Met with representatives from HRHS, the Board, the Chairman and Mr. Cameron, concerning the board office construction on the Heritage site.
- There were four expulsions since last meeting – Sec. 3 student from St. Johns, one Sec. 2 and 2 Sec. 3 students from CRHS
- RSB will need support in the application of new regulations in Bill 115. Our hope is that the Ministry and QESBA will provide such support.

#### Parents' Committee: P. Chouinard

- First meeting held October 4.
- Donna Copeman and Pierre Chouinard were re-elected.
- Lyse Gendron-Brodeur is permanent director.
- Parent commissioners swore their oath of office before the Director General.

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

##### Executive - L. Cuffling:

- Meeting held October 5.
- Reviewed: preliminary draft of the Declaration of Services
- Pre-approved requests for upcoming QESBA conference, including registration fee, travel and parking.
- Next meeting December 7

##### Transportation Advisory – P. Chouinard:

- Meeting held September 21
- Elected chair
- Reviewed budgets, bullying program, private school agreements, 4-year old program
- Next meeting October 26

Communication – S. Rasmussen:

- Meeting held September 28
- Elected chair: M. Cloutier
- Elected vice-chair: S. Rasmussen
- Mandate being reviewed
- Set date for golf tournament: June 30, 2011
- Next meeting October 26

Education – D. Smith:

- Meeting held September 27
- Elected chair: D. Smith
- Elected vice-chair : S. Rasmussen
- Will meet 4th Monday of every month
- Discussed new teaching program at Heritage – support program
- Made minor changes to committee mandate
- Next meeting October 25

Financial and Audit – L. Cuffling:

- Meeting held September 28.
- Elected chair (acclaimed) : P. Chouinard
- Elected vice-chair (acclaimed): P. D'Avignon
- Will meet 4<sup>th</sup> Tuesday of every month at 7:45 p.m.; set calendar
- Met briefly before Council re: Bill 100

Governance and Ethics – L. Cuffling

- Meeting held October 5
- Discussed committee structure – to be discussed further
- Next meeting at call of the chair.

Human Resources – H. Dumont:

- Meeting held September 28
- Chair (acclaimed): H. Dumont
- Vice-chair (acclaimed): A. Capobianco Skipworth
- Will meet every 4<sup>th</sup> Tuesday at 6:30 p.m.
- Urgent meetings will be at held at the call of chair
- Meeting held on October 12
- Reviewed the recommendations from employee groups regarding the professional criteria and soft skills sought in a new director general
- Next meeting: October 26, 2010

Material Resources and Safe Schools – K. Cameron

- Meeting held October 12
- Chair (acclaimed):K. Cameron
- Vice-chair (acclaimed): P. D'Avignon
- New members: D. Copeman, M. Leggitt
- Reviewed mandate and made minor changes
- Will meet every 4<sup>th</sup> Tuesday
- Discussed Board office project – still believe that bids will be opened within budget
- Resolution re snow removal at HRHS before Council tonight

QESBA – P. D'Avignon:

- AGM to be held on November 5 and 6, 2010.
- Commissioner Horrocks mentioned that QESBA would be represented at the Minister's Special Needs Summit being held in Quebec City at the beginning of next week. QESBA was one of four groups that was being permitted to speak.

## **NEW BUSINESS**

Resolution B362-20101019

### **MODIFICATIONS TO BY-LAW 3: DELEGATION OF POWERS TO THE EXECUTIVE**

WHEREAS it was necessary to modify By-Law 3: Delegation of Powers to the Executive as a result of the application of Article 9.1 of By-Law 14: Examination of Complaints;

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Rasmussen, that By-Law 3: Delegation of Powers to the Executive be adopted.

Discussion on the motion ensued.

IT IS MOVED by Commissioner D'Avignon and seconded by Commissioner Gareau that this motion be tabled.

10 OPPOSED  
4 IN FAVOUR  
2 ABSTENTIONS  
MOTION DEFEATED

IT IS MOVED by Commissioner L'Heureux and seconded by Commissioner Gour that Article 16 of the Draft By-Law 3: Delegation of Powers to the Executive be deleted.

1 OPPOSED  
13 IN FAVOUR  
2 ABSTENTIONS  
MOTION CARRIED

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Rasmussen, that By-Law 3: Delegation of Powers to the Executive be adopted as amended.

UNANIMOUS

Resolution B363-20101019

### **APPOINTMENT OF MEMBERS TO THE DIRECTOR GENERAL SEARCH COMMITTEE**

WHEREAS the current Director General, Mr. Stephen Lessard, has advised Council of his intention to retire by the end of the 2010-2011 school year;

IT IS MOVED by Commissioner Cameron, seconded by Commissioner Chouinard, that a Director General Search Committee be struck and that it be comprised of the commissioners who sit on the Director General Liaison Committee as well as of a maximum number of three (3) other commissioners; and

IT IS MOVED by Commissioner Capobianco Skipworth and seconded by Commissioner Gour that Elizabeth Gillies Poitras, Coleen Lauzier and Jean-René St-Cyr act as scrutineers.

UNANIMOUS

The following commissioners stood for election for a seat on the Director General Selection Committee :

#### **Number of votes required for election = 9**

<b>Commissioner</b>	<b>1<sup>st</sup> Ballot: Number of Votes</b>
G. Sastre	6
M. L'Heureux	16
F. Blais	10
P. Chouinard	6
P. D'Avignon	1

<b>Commissioner</b>	<b>2<sup>nd</sup> Ballot: Number of Votes</b>
G. Sastre	8
P. Chouinard	8

	1 abstention
<b>Commissioner</b>	<b>3<sup>rd</sup> Ballot: Number of Votes</b>
G. Sastre	8
P. Chouinard	9

THAT these commissioners be:

1. M. L'Heureux
2. F. Blais
3. P. Chouinard

in accordance with the vote of Council.

UNANIMOUS

Resolution B364-20101019

**VOTING DELEGATES - ANNUAL GENERAL MEETING OF THE QUEBEC ENGLISH SCHOOLS BOARDS ASSOCIATION (QESBA):**

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner D'Avignon, that Commissioner Bell be delegated to cast the votes of Riverside School Board commissioners who are not present at the 2010-2011 Annual General Meeting of the QESBA on November 5, 2010; and

THAT, in the absence of Commissioner Bell, Commissioners Nichols, Cameron, Chouinard and D'Avignon be named as voting delegate alternates.

ABSTENTION 1 (Horrocks)  
UNANIMOUS

Resolution F107-20101019

**RESOLUTION TO WRITE OFF UNCOLLECTABLE DEBTS:**

WHEREAS an annual review of accounts receivable is conducted which includes writing off accounts deemed uncollectable because it would be unprofitable to pursue collection action, for reasons of insolvency or other;

WHEREAS a recommendation was received recently from the daycare sector to write off the debt accumulated between 2001 and 2008;

WHEREAS, according to article 2.2.6 of By-Law-9, the Director of Financial Resources and Transportation may write off, as required, accounts receivable for amounts not exceeding \$5,000.

IT IS MOVED by Commissioner D'Avignon, seconded by Commissioner Cuffling, that the accounts receivable totaling \$80,626.60 and shown in the attached list (see Appendix B) be considered uncollectible and consequently written off as of June 30<sup>th</sup>, 2010.

UNANIMOUS

Resolution F108-20101019

**REDUCTION IN THE RATE OF MILEAGE REIMBURSEMENT FOR TRAVEL EXPENSES:**

WHEREAS the rate for reimbursement of work-related travel expenses was set at 48 cents per kilometer in September 2008;

WHEREAS the MELS has mandated all School Boards to cut their travel, professional improvement and publicity budgets by 25% as part of Bill 100's reduction of administrative expenses for 2010-2011 to 2013-2014;

WHEREAS this resolution was reviewed and is supported by the Finance and Audit Committee:

IT IS MOVED by Commissioner Capobianco Skipworth, seconded by Commissioner Dumont, that the

rate for reimbursement of travel expenses be set at 43 cents per kilometer as established by the Treasury Board, be applicable to all Riverside School Board effective on November 1, 2010, and that this rate, personnel and commissioners; unless otherwise stipulated in their collective agreement.

UNANIMOUS

Resolution F109-20101019

**ADOPTION OF A LONG-TERM BORROWING PLAN**

WHEREAS in accordance with section 78 of the Financial Administration Act (R.S.Q., c.A-6.001), Riverside School Board (*hereinafter referred to as the Borrower*) plans to contract long-term borrowings up to a total amount outstanding of \$7,287,000 until June 30, 2011;

WHEREAS in accordance with section 83 of the Financial Administration Act stipulates that the Borrower may, under such long-term borrowing plan, grant the exercise of its borrowing power or the power to approve its terms and conditions to at least two of its executives;

WHEREAS it is deemed appropriate to authorize a borrowing plan covering the borrowings to be contracted by the Borrower, establish the maximum amount of the borrowings that may be made under the plan, establish the characteristics and limits in relation to the borrowings to be made under the plan and authorize the executives of the Borrower to conclude any borrowing transaction under such plan, establish its amounts and other characteristics and accept the terms and conditions relating to each of these transactions;

WHEREAS the Minister of Education, Recreation and Sports (*hereinafter referred to as the Minister*) has authorized the institution by Borrower of this borrowing plan, according to the conditions to which her letter of September 30, 2010 refers.

**IT IS MOVED by Commissioner Blais, seconded by Commissioner Chouinard:**

1. THAT a borrowing plan, under which the Borrower may, subject to the characteristics and limits stated hereinafter, conclude from time to time, from now to June 30, 2011, long-term borrowing transactions for not more than \$7,287,000, be instituted;
2. THAT the borrowing transactions made by the Borrower under this borrowing plan be subject to the following characteristics and limits:
  - a) despite the provisions of paragraph 1 above, the Borrower may not, during each of the twelve-month periods extending from July 1 to June 30 and included in the period covered in paragraph 1, make borrowing transactions that would result in the total amount approved for the Borrower, for such period, by the Conseil du trésor on account of the long-term borrowing program for school boards being exceeded;
  - b) the Borrower may not make a borrowing transaction unless it receives a subsidy from the Québec government in accordance with the standards established by the Conseil du trésor for the granting or the promise of subsidies to school boards as well as with the terms and conditions determined by the Minister and providing for the payment of the principal and interest of the borrowing concerned even if, otherwise, payment of such subsidy is subject to the funds required for such purpose be voted annually by Parliament;
  - c) each borrowing transaction may be made only in legal currency of Canada;
  - d) the borrowing transactions shall be carried out by issuing debt securities on the Canadian market (the "bonds"), or with *Financement-Québec*;

- e) the proceeds of each borrowing transaction may be used, other than for the payment of the expenses inherent in the borrowing, only to fund the capital expenditures and the expenses inherent in the investments of the Borrower subsidized by the Minister according to the budgetary rules;
3. THAT for the purposes of determining the total amount to which paragraph 1 above refers and the amount to which paragraph 2 a) above refers, only the face amount of the borrowings made by the Borrower is taken into account;
4. THAT, in the case where borrowings are made by **Bond Issue**, the Borrower grant the Minister of Finance the irrevocable mandate, throughout the life of borrowing plan:
- a) to place, on behalf of the Borrower, the borrowings authorized under this plan, subject to the limits stated therein and the characteristics stipulated therein;
  - b) to agree, on behalf of the Borrower, the financial terms of the bond issues with the firm underwriters of these issues that it chooses;
  - c) to retain, on behalf of the Borrower, the services of any legal advisor, trust company and, if necessary, printer and to agree to the terms for retaining the services of the legal advisor, trust company and, where applicable, printer.
5. THAT, in the case where the borrowings under the borrowing plan are made by **Bond Issue**, each of these transactions include the following characteristics and limits:
- a) the trust company designated by the Minister of Finance, acting on behalf of the Borrower, shall act as trustee for the bondholders;
  - b) the legal advisor designated by the Minister of Finance, acting on behalf of the Borrower, shall see to the preparation of the relevant documentation and shall issue a legal opinion on the validity of the borrowing and the issue of bonds;
  - c) the printer designated by the Minister of Finance, acting on behalf of the Borrower, shall see to the printing of the individual bond certificates that may, under the circumstances mentioned in paragraph n) below, be issued in exchange for the global certificate;
  - d) an offering circular regarding the bond issue shall be issued by the Borrower;
  - e) a private purpose trust shall be constituted by the Borrower under the master trust agreement or, as the case may be, the supplementary trust agreement for the benefit of the bondholders and the trust company that shall be designated by the Minister of Finance, acting on behalf of the Borrower, shall be charged with seeing to the allocation of the debt of the Borrower resulting from the government subsidy granted to it, the administration of the trust estate that shall be constituted and the application of the relevant trust agreement;
  - f) the authorized signatories hereunder of the Borrower are authorized to deliver the global certificate and the bond certificates that may, as the case may be, issued in exchange for the global certificate to the above-mentioned trust company to allow the latter to certify them, sign all the necessary documents to that end and their final delivery to CDS Clearing and Depository Services Inc. ("CDS") or, as the case may be, according to the instructions of CDS;

- g) the bonds shall be issued under a master trust agreement or, as the case may be, a supplementary trust agreement concluded by the Borrower, the trust company and, as intervener, the Minister and the bonds shall be governed by these trust agreements;
- h) to the extent that the Borrower has already concluded a master trust agreement with the trust company and the Minister allowing the issue of bonds booked with CDS, the master trust agreement referred to above shall be such previously concluded trust agreement;
- i) moreover, to the extent that the Borrower has not concluded such a master trust agreement, the master trust agreement referred to above shall be the one whose text is appended to the firm underwriting contract of the bonds concluded by the Minister of Finance acting on behalf of the Borrower, and subsequently concluded by the latter, the trust company and the Minister;
- j) the supplementary trust agreement referred to above shall be the one whose text is appended to the firm underwriting contract of the bonds concluded by the Minister of Finance acting on behalf of the Borrower, and subsequently concluded by the latter, the trust company and the Minister;
- k) the bonds shall be sold under the firm underwriting contract to be reached by the Minister of Finance acting on behalf of the Borrower and the firm underwriters of the bonds at the prices and according to the terms they agree to;
- l) the bonds shall be booked with CDS, provided CDS remains a self-regulatory organization recognized by the *Autorité des marchés financiers du Québec*, or with any other depository and clearinghouse that may succeed CDS provided it is a self-regulatory organization thus recognized;
- m) the bonds shall be issued in denominations of \$1 000 or whole multiples of this amount and shall be represented by a global certificate for their full face value or by a global certificate for each tranche of bonds should there be many tranches, deposited with CDS and registered in the name of the owner of the account designated by CDS, for the benefit of the non-registered holders whose respective interests in them shall be certified by entries in registers;
- n) should CDS cease to act as depository of the global certificate, should CDS cease to be a self-regulatory organization recognized by the *Autorité des marchés financiers du Québec* without being replaced by such an organization within thirty (30) days or should the Borrower wish to replace the global certificate with individual bond certificates, the bonds would then be represented by individual bond certificates fully registered in denominations of \$1 000 or whole multiples of such amount;
- o) the payment of the principal and interest on the bonds booked with CDS and represented by a global certificate shall be made by a credit made by CDS in the respective account of its participants who hold bonds and by a credit made by the latter to the respective account of the non-registered bondholders they represent;
- p) should individual bond certificates be issued in replacement of the global certificate, payment of the interest on the individual bond certificates would then be made by cheque or draft payable at par and drawn on a bank governed by the Act respecting banks and banking (S.C. 1991, c. 46) or on a financial services cooperative governed by the Act respecting financial services cooperatives (R.S.Q., c. C-67.3), or by transfer of funds to an account maintained by registered holder of the individual bond certificate concerned with a financial institution that shall have been identified to the trust company;
- q) in the case of bonds booked with CDS and represented by a global certificate, the trust company shall act as paying agent;



- r) in the case of bonds represented by individual bond certificates, the paying agent shall be the trust company as far as payment of interest is concerned and, concerning payment of the principal, any branch in Canada of the Borrower's bankers or, at the latter's option, any financial services cooperative governed by the Act respecting financial services cooperatives and the *Caisse centrale Desjardins du Québec*, in Montréal;
  - s) any overdue payment of interest on the bonds shall bear interest at the same rate as the bonds concerned;
  - t) the bonds shall not be redeemable in advance at the sole discretion of the Borrower but may be purchased by the Borrower on the market by bid, by private contract or by any other method the Borrower may deem appropriate. The Borrower may reissue the bonds thus redeemed at any time prior to their maturity;
  - u) provided the individual bond certificates are issued, they shall be exchangeable, at no charge for their registered holders, for an equal overall face value of bond certificates of all authorized denominations and of the same characteristics provided the claimed number of individual bond certificates is, in the opinion of the trust company, reasonable in the circumstances;
  - v) the global certificate and the individual bond certificates that may, as the case may be, be issued in exchange for the global certificate, shall be signed, on behalf of the Borrower, by any of the authorized signatories hereunder, provided two of them act jointly. These signatures may be replaced by a facsimile that is printed or otherwise reproduced that shall have the same effect as a handwritten signature; the global certificate and the individual bond certificates, if any, shall also include a certificate of the trust company, bearing the signature of one of its authorized representatives;
  - w) the global certificate and the bond certificates that may, as the case may be, be issued in exchange for the global certificate, shall be written in the form, shall bear serial numbers and include statements not substantially incompatible with the provisions of these presents that the representatives of the Borrower signing them shall determine;
  - x) the bonds shall be guaranteed by the transfer to a trust estate held by the trust company of the debt that the subsidy to be made to it by the Minister, on behalf of the Québec government, represents for the Borrower to provide for the payment of the principal and interest of the bonds of this issue, it being understood that neither the Borrower nor the trust company may require that the amounts that are to be deposited with the Minister of Finance to form a sinking fund be remitted to them by the Minister of Finance before the dates stipulated for the payment of the principal of the bonds;
  - y) the bonds shall include the financial terms agreed to by the Minister of Finance, acting on behalf of the Borrower, and by the firm underwriters of the bonds at their sale;
6. THAT the Borrower be authorized to pay, from the proceeds of each borrowing made by issuing bonds, and in accordance with the fee schedule set by the Minister of Finance, the fees and disbursements of the trust company, the legal advisors and the printer whose services are retained by the Minister of Finance, acting on behalf of the Borrower;
7. THAT the Borrower be authorized, if need be, to pay the annual fees of the trust company, whose services are retained, in accordance with the fee schedule set by the Minister of Finance;
8. THAT, in the event the borrowing transactions are concluded with *Financement-Québec*, each of these transactions have the following characteristics:

- a) The Borrower may contract one or more loans over the period of the borrowing plan up to the maximum of the amount provided, taking into account the amount that could be allocated to one or more borrowing transactions made by Bond Issue, and this, according to the terms of a single loan agreement to be reached between the Borrower and Financement-Québec;
  - b) for each borrowing, for purposes of acknowledging its debt to Financement-Québec, the Borrower will issue a note made out to Financement-Québec;
  - c) every borrowing contracted shall include the financial terms which will be determined in accordance with Order-in-Council number 238-2000 of March 8, 2000, as such order-in-council may be amended or replaced from time to time;
  - d) the text of the deed of movable hypothec shall comply substantially with the text of the draft deed of movable hypothec appended to the minutes of this meeting, subject to the changes their signatories may make to them in accordance with the provisions of these presents.
9. THAT the Borrower be authorized to pay, from the proceeds of each borrowing contracted with *Financement-Québec* according to the terms of the borrowing plan, the issue expenses and the management expenses that shall have been agreed upon;
10. THAT any of the following executives:
- the Chairman
  - or the Director General
  - or the Assistant Director General
  - or the Director of Finance and Transportation
- of the Borrower, **provided two of them act jointly**, be authorized, on behalf of the Borrower, to sign the master and supplementary trust agreements, global certificates, individual bond certificates, loan agreements, movable hypothecs, notes and all other contracts and documents relating to the borrowings contracted under this plan, to agree to all the clauses and guarantees not substantially incompatible with the provisions of these presents, to receive the net proceeds of the borrowings or, as the case may be, agree that they be received by the trust company whose services are retained and give good and sufficient discharge thereof, to deliver the note acknowledging the borrowing, as the case may be, to make any changes to these documents not substantially incompatible with these presents, to take any action and sign any documents that may be necessary or useful to give full effect to these presents;
11. THAT, should the Borrower have already passed a resolution instituting a long-term borrowing plan, this resolution replaces the earlier resolution, without affecting the validity of the borrowings made under its authority before the date of this borrowing plan.

UNANIMOUS

Resolution MR199-20101019

**SNOW REMOVAL CONTRACT FOR A PERIOD OF THREE (3) YEARS AT HERITAGE REGIONAL HIGH SCHOOL IN ST. HUBERT:**

WHEREAS the three-year snow removal contract for Heritage Regional High School expires on October 31, 2010;

WHEREAS the needs were validated and updated in conformity with the quality standards of the Material Resources Department;

WHEREAS a call for tenders was sent out for the renewal of the snow removal contract for Heritage Regional High School;

WHEREAS a call for tenders was opened on October 8, 2010 and the results are as follows (prices excluding taxes):

EPH – Éric Huberdeau Enr. \$97,000.00  
Les Entreprises Pierre Legros \$98,175.00

WHEREAS the monies available within the operations budget 2010-2011 of Riverside School Board are sufficient to carry out the work;

WHEREAS, further to the analysis performed by the Material Resources Department, the lowest bidder in conformity is recommended;

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

IT IS MOVED by Commissioner Cameron, seconded by Commissioner Nichols, that the snow removal contract for Heritage Regional High School be awarded to EPH – Éric Huberdeau Enr. at a cost of \$97,000.00, excluding taxes, for the period from November 1, 2010 to May 1, 2013 with the possibility of renewal for two subsequent years, notwithstanding contractual obligations; and

FURTHERMORE, that the Director General or Assistant Director General be authorized to sign the relevant documents to that effect.

UNANIMOUS

**PUBLIC QUESTIONS : Nil**

**ROUND OF APPLAUSE**

- Commissioner Lamoureux congratulated students who were recognized at the academic awards at CRHS which he attended
- Commissioner Smith congratulated students who were recognized at the academic awards at Chambly Academy which she attended
- Commissioner Dumont attended the retirement dinner for Carol Swiston on October 18<sup>th</sup>. It was a fitting tribute to her many years in education.
- Commissioner Gour enjoyed breakfast two days in a row at Good Shepherd School. She noted that she was happy to see some of the Royal Oak traditions being carried on. The atmosphere was happy and positive and the food plentiful.
- Commissioner Bell noted that commissioners had received an invitation to attend the new employee reception on November 10<sup>th</sup> at The Alternate School.

**CLOSING:**

IT IS MOVED by Commissioner Blais, seconded by Commissioner Capobianco Skipworth, at 9:35 p.m., that the meeting be closed.

---

Moira Bell, Chairman

---

Denise Paulson, Secretary General

Members are hereby convened to a regular meeting on  
**Tuesday, October 19, 2010 at 7:30 p.m.** at the Administration Centre  
299 Sir-Wilfrid-Laurier Blvd., Saint Lambert, Québec.

### **AGENDA – REGULAR MEETING**

1. Call to Order and Quorum
2. Swearing-In of Parent Commissioners
3. Adoption of the Agenda (a 10 minute break will be called during the meeting)
4. Questions from the Public – 30 minutes
5. Approval of Minutes
  - 5.1 Adoption of the Minutes of the meeting of September 21, 2010
  - 5.2 Business arising from the Minutes of the meeting of September 21, 2010
6. Chairman and Director General
  - 6.1 Chairman's Report
  - 6.2 Director General's Report
  - 6.3 Parents' Committee Report
7. Committee Reports
  - 7.1 Executive
  - 7.2 Transportation
  - 7.3 Communication
  - 7.4 Education
  - 7.5 Finance and Audit
  - 7.6 Governance and Ethics
  - 7.7 Human Resources
  - 7.8 Material Resources and Safe Schools
  - 7.9 Q.E.S.B.A.
8. New Business
  - 8.1 Board Administration
    - 8.1.1 Modifications to By-Law 3: Delegation of Powers to the Executive
    - 8.1.2 Establishment of the Director General Search Committee
    - 8.1.3 Nomination of Voting Delegates to QESBA Annual General Meeting
  - 8.2 Financial Resources
    - 8.2.1 Authorization to Write Off Bad Debts
    - 8.2.2 Authorization to Reduce Mileage rate from 48 cents/km to 43 cents/km
    - 8.2.3 Long-term Loan
  - 8.3 Material Resources
    - 8.3.1 Snow Removal Contract for Heritage Regional High School
9. Correspondence
10. Other Business
11. Questions from the Public – 20 minutes
12. Round of Applause (limit of 2 minutes/member)
13. Closing

Given at St. Lambert, Québec, on October 15, 2010

Denise Paulson, Secretary General

**CORRESPONDENCE - RIVERSIDE SCHOOL BOARD**  
10.10.19

<i>FROM / DE</i>	<i>TYPE</i>	<i>SUBJECT / OBJET</i>
Lester B. Pearson School Board	Invitation to the Chairman	Gala
Christiane Barbe, sous-ministre, MELS	Letter to the Chairman	Authorization to institute a loan plan
Line Beauchamp, MELS	Letter to the Chairman	Employing Early Reading Intervention Using a Technologically rich Learning Environment with Reading Disabled Students
Line Beauchamp, MELS	Letter to the Chairman	Reform
South Shore Educational Foundation	Letter to the Council of Commissioners	Donation
Moira Bell, Chairman	Letter to Mrs. Fatima Houda-Pépin	Request for intervention

**Uncollectable Debts  
Daycare Services**

	2001 - 2008	06-30-2010
School	Amount	
St-Johns	\$	1 442.70
John Adam	\$	8 083.40
St-Jude	\$	20 556.69
Good Shepherd	\$	13 854.00
Greenfield Park International	\$	1 884.51
Royal Oak	\$	494.50
Royal Charles	\$	1 088.16
Boucherville	\$	1 500.20
Cedar Street	\$	1 321.70
Courtland Park International	\$	6 023.77
Mountainview	\$	576.50
Terry Fox	\$	468.00
St.Lawrence	\$	2 866.65
William Latter	\$	1 726.02
St.Lambert	\$	17 916.80
Harold Napper	\$	823.00
<b>TOTAL</b>	<b>\$</b>	<b>80 626.60</b>