

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 February 15, 2011.

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	P. D'Avignon	L. Llewelyn Cuffling
F. Blais	H. Dumont	N. Nichols
P. Booth Morrison	M. Gour	S. Rasmussen
K. Cameron	D. Horrocks	D. Smith
A. Capobianco Skipworth	D. Lamoureux	PARENTS – P. Chouinard, D. Copeman
M. Cloutier	M. L'Heureux	

Regrets: G. Sastre, D. Guerriero

Absent : D. Gareau

Also present

Stephen Lessard, Director General
 Pierre Farmer, Assistant Director General
 Denise Paulson, Secretary General
 Michel Bergeron, Director of Financial Resources
 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. Trotéchaud, S. Compagna, J. Plourde, S. Le Sueur

ADOPTION OF THE AGENDA:

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

UNANIMOUS

PUBLIC QUESTIONS : 7 :38 – 7 :50 p.m.

- Presentation by students from Heritage Regional High School regarding the preservation of green space at their school.
- In response to the question of what the Board would do to help Heritage retain its Green School status, the Director General replied that a meeting would be set up with the school's environmental club between mid-March and mid-April.

ADOPTION OF THE MINUTES OF THE MEETING HELD ON JANUARY 18, 2011:

IT IS MOVED by Commissioner Smith, seconded by Commissioner D'Avignon, that the Minutes of the meeting held January 18, 2011 be adopted.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

The Director General provided updates on:

- Parking at ACCESS
- Leadership Camp

- Board Office Relocation

CHAIRMAN AND DIRECTOR GENERAL

Chair's report – M. Bell

- January 24th : visited leadership camp in Rawdon
- January 31st : attended a Management Relations Meeting with representatives of RAA and ACSQ
- February 7th : made deliveries to a number of schools in conjunction with Staff Appreciation Week

Director General's report – S. Lessard

January 24

- Visited leadership camp in Rawdon with the Chairman and Mrs. Brodeur

January 25

- Attended a meeting of the CRÉ de Longueuil re possible Stay In School monies for our Board
- Attended the HR and Finance Committees Meetings

January 31

- Attended a Management Relations Meeting with representatives of RAA and ACSQ

February 1

- Began a series of Career Plan Interviews for Management Staff that will extend over February and part of March
- Attended the Executive Meeting

February 2

- Met with the RSB mentors working with employees of RSB
- Attended a preliminary presentation of Secondary Principals in preparation for a presentation to Council

February 7

- Took part in school deliveries for Staff Appreciation Week
- Attended Regional Parents' Committee to speak to them about Bullying

February 8

- Attended the Work Session of Council and heard the drug intervention proposal by Secondary School principals

February 15

- Bus strike update. Discussions with drivers are ongoing. Very appreciative of the extra efforts expended by principals of the schools affected.
- Since the last Board meeting, there have been two expulsions from Chambly Academy for possession of drugs.

Parents' Committee: P. Chouinard/D. Copeman

- Meeting held on February 7
 - Presentations by S. Lessard, M. Williams and L. Beaupré were made on bullying, and goals 2 and 5
 - Date of next meeting: March 7

REPORTS (non-voting items only)

Executive - L. Cuffling:

The Executive Committee met on February 1st The Committee:

- Reviewed the draft policy on Nepotism and recommended that the HR Committee review the draft policy for possible integration into the Harassment Policy. Also reviewed the Policy Governing the Engagement of Personnel at Riverside School Board
- Reviewed and accepted the recommendations from the Student Ombudsman.
- Discussed an anti-bullying initiative

The next meeting will take place on April 5th.

Transportation Advisory – P. Chouinard:

- Meeting held on February 15th
- Discussed 2010-2011 budget; government has audited 3 or 4 other school boards – must reduce costs
- Reviewed RTL refunds – 70% of costs to be returned
- Discussed bus strike
- Next meeting at call of chair

Communication – M. Cloutier:

- Meeting held on January 25th.
- Discussed promotional video; Steppy Says; RSB banners in arenas; cancelled golf tournament; discussed possible content of tax insert; yellow pages advertising reduced.
- Next meeting on February 22nd.

Education – D. Smith:

No meeting. Next meeting will be held on February 21st.

Financial and Audit – L. Cuffling:

Discussed :

- Revised budget 10-11
- Challenges facing us in 11-12
- Insurance release forms for field trips
- Agreement with City of Longueuil re: collecting our school taxes
- Two audits per year
- Using operating funds for capitalization
- Date of next meeting: February 22nd.

Governance and Ethics – L. Cuffling

- Reviewed process of dealing with Ethics complaints
- Presentation on this subject by lawyer on March 8
- Next meeting at call of chair.

Human Resources – H. Dumont:

- Meeting held January 25th.

Discussed:

- Career interviews, background check forms, Staff Appreciation week of February 7th, staffing of schools in February, school calendars, Employee Assistance Programme and its cost, 2011-2012 budget
- The reception for retirees and long-service employees will be held at the Sandman Hotel as it was found to be the most cost effective.
- Joint meeting with Finance and Audit committee on February 22nd.

Material Resources and Safe Schools – K. Cameron

- Meeting held February 8th
- Pharmacy program up and running at ACCESS
- Three resolutions before Council tonight
- Board office construction timeline was discussed
- Hydro Quebec is needed to change the transformer at HRHS; a temporary installation is being done today
- Reviewed questions about energy project

- Next meeting: March 8th

QESBA – P. D'Avignon and D. Horrocks:

- Commissioner D'Avignon reported on the Board of Directors meeting of February 4th which was held by videoconference. He had distributed a report by e-mail to all commissioners. Some of the highlights include the Spring PD on March 19th, the Spring Conference on May 26th in Lac Leamy, and the CSBA conference in Ottawa on July 7th, Bill 115 and the highly successful GoPublique campaign.
- Commissioner Horrocks reported on the meeting held on February 5th with School Board chairs – five out of nine attended. Discussed narrow targeting of funding, Bill 100 budget cuts, second audit, use of surplus, MELS-MSSS ententes, tax rate issue, bain linguistique

NEW BUSINESS

Resolution B380-20110215

SUPPORT FOR THE REQUEST OF A COMMUNITY LEARNING CENTRE AT CENTENNIAL REGIONAL HIGH SCHOOL

WHEREAS Riverside School Board supports the concept of Community Learning Centres (CLC's) introduced by the Ministry of Education, Recreation and Sports (MELS) as a means to support the anglophone community in Quebec;

WHEREAS the Quebec English School Boards Association (QESBA) Advisory Council on the future of English public education in Quebec, in its report dated October 2006, "is convinced that re-positioning schools as a community resource will provide another essential avenue towards a more stable and vital future for English schooling in Quebec";

WHEREAS Riverside School Board also believes that establishing Community Learning Centres in public schools will help them become centres for community-based activity and complementary services;

WHEREAS the MELS has provided an opportunity for school boards to apply for additional CLCs (Phase 3);

WHEREAS Centennial Regional High School has shown an interest in developing a CLC in their community;

WHEREAS Riverside School Board supports the initiative of Centennial Regional High School;

WHEREAS the MELS will provide financial support to the new CLC in the amount of \$105,000 for the first year and \$40,000 in each of the second and third years;

WHEREAS Centennial Regional High School can accommodate a CLC and a video-conferencing centre in its current facility;

WHEREAS Riverside School Board commits to providing financial support in kind and also commits to the full implementation of the program;

WHEREAS Riverside School Board will assure the hiring of a coordinator for the Community Learning Centre;

IT IS MOVED by Commissioner Rasmussen, seconded by Commissioner Nichols, that Riverside School Board support the Community Learning Centre for Centennial Regional High

School and respect the implementation as outlined by Ministry of Education Recreation and Sports (MÉLS).

ABSTENTION 1 (Horrocks)
UNANIMOUS

Resolution HR271-20110215

SCHOOL CALENDARS 2011-2012 AND 2012-2013:

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Capobianco Skipworth, that the attached Youth, Continuing Education and Vocational Training 2011-2012 school calendars be received for consultation which will run from February 16 to March 18, 2011. As well, that a Youth sector 2012-2013 school calendar identifying only vacation periods and school year beginning and ending dates be received for consultation for the same period.

UNANIMOUS

Resolution MR201-20110215

AWARDING OF A CONTRACT FOR THE REPLACEMENT OF THE HEATING SYSTEM AT ST. LAMBERT SCHOOL IN ST. LAMBERT:

WHEREAS Riverside School Board has requested, through Resolution MR196-20100629, monies to proceed with the replacement of the heating system at St. Lambert School;

WHEREAS the MÉLS may allocate monies to proceed with the replacement of the heating system at St. Lambert School within its "*Résorption du déficit d'entretien*" measure;

WHEREAS, Riverside School Board has reserved monies in its capital budget to fund this project in the event that the project would not be retained in the "*Résorption du déficit d'entretien*" measure;

WHEREAS a public call for tenders was received on February 7, 2011 and results as follows (price excluding taxes):

Tuyauterie Expert inc.	\$210,000.00 (not in conformity)
NÉVÉ Réfrigération Inc.	\$215,664.00
Le Groupe Centco inc.	\$234,000.00
Maurice Denis et fils inc.	\$239,400.00
G. Courchesne Inc.	\$244,600.00
Plomberie Ge-Mo Inc.	\$249,800.00
Servitech Énergie S.E.C.	\$371,151.00

WHEREAS, further to the analysis performed by the professional firm Normand Langlois architecte, the lowest bidder in conformity has been 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 Chouinard, that Riverside School Board accept the recommendation of the professional firm, Normand Langlois Architecte, to award the contract for the replacement of the heating system at St. Lambert School to the lowest bidder in conformity, NÉVÉ Réfrigération Inc., for the amount of \$215,664.00, excluding taxes, and that the Director General be authorized to sign the contract to that effect.

UNANIMOUS

Resolution MR202-20110215

AWARDING OF A CONTRACT FOR THE PARTIAL ROOF REPLACEMENT AT HAROLD NAPPER SCHOOL IN BROSSARD :

WHEREAS Riverside School Board has requested, through Resolution MR195-20100629, monies to proceed with the partial roof replacement at Harold Napper School in Brossard;

WHEREAS MÉLS has allocated monies to proceed with the partial roof replacement at Harold Napper School in Brossard within its "Maintien du bâtiment" measure;

WHEREAS a public call for tenders was received on February 7, 2011 and results as follows (prices before taxes):

Les Entreprises Cloutier-Gagnon (1988) Ltée	\$138,490.00
Toitures Lacharité Inc.	\$138,934.00
Omer Brault Inc.	\$145,692.00
Toitures Couture et Associés Inc.	\$154,870.00
Couvertures Victo 2000 Inc.	\$159,000.00
Toitures Trois Étoiles Inc.	\$161,502.00
Poulin & Bureau Inc.	\$164,824.00
Les Entreprises Chatel Inc.	\$169,500.00
LesToitures Vick et Associés Inc.	\$171,071.00
Toitures Léon Inc.	\$174,575.00
J. Raymond Couvreur Inc.	\$175,182.00

WHEREAS, further to the analysis performed by the professional firm Normand Langlois Architecte, the lowest bidder in conformity has been recommended;

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

IT IS MOVED by Commissioner Nichols, seconded by Commissioner D'Avignon, that Riverside School Board accept the recommendation of the professional firm, Normand Langlois Architecte, to award the contract for the partial replacement at Harold Napper School to the lowest bidder in conformity, Les Entreprises Cloutier-Gagnon (1988) Ltée for the amount of \$138,490.00, before taxes, and that the Director General be authorized to sign the contract to that effect.

UNANIMOUS

Resolution MR203-20110215

AWARDING OF A CONTRACT FOR THE PARTIAL ROOF REPLACEMENT AT ST. LAWRENCE SCHOOL (ST. RAYMOND PAVILION) IN CANDIAC :

WHEREAS Riverside School Board has requested, through Resolution MR195-20100629, monies to proceed with the partial roof replacement at St. Lawrence School (St. Raymond Pavilion) in Candiac;

WHEREAS MÉLS has allocated monies to proceed with the partial roof replacement at St. Lawrence School (St. Raymond Pavilion) within its "Maintien du bâtiment" measure;

WHEREAS a public call for tenders was received on February 8, 2011 and results as follows (prices before taxes):

Les Entreprises Cloutier-Gagnon (1988) Ltée	\$153,385.00
Couvreur RB Proulx Inc.	\$166,325.00
Les Constructions A.S. Filiatreault Inc.	\$186,500.00
Couvertures Victo 2000 Inc.	\$194,000.00
Toitures Léon Inc.	\$197,125.00
Toitures Lacharité Inc.	\$218,997.00
Les Entreprises Chatel Inc.	\$239,500.00
Les Toitures Vick et Associés Inc.	\$276,798.00

WHEREAS, further to the analysis performed by the professional firm Labbé Architecte, the lowest bidder in conformity has been recommended;

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

IT IS MOVED by Commissioner Copeman, seconded by Commissioner Nichols, that Riverside School Board accept the recommendation of the professional firm, Labbé Architecte, to award the contract for the partial replacement at St. Lawrence School (St. Raymond Pavilion) to the lowest bidder in conformity, Les Entreprises Cloutier-Gagnon (1988) Ltée, for the amount of \$153,385.00, before taxes, and that the Director General be authorized to sign the contract to that effect.

UNANIMOUS

IN COMMITTEE:

IT IS MOVED by Commissioner L'Heureux, seconded by Commissioner Lamoureux, at 8:50 p.m., that the Council enter into committee.

UNANIMOUS

OUT OF COMMITTEE:

IT IS MOVED by Commissioner Capobianco Skipworth, seconded by Commissioner Cloutier, at 9:07 p.m., that the Council arise from committee.

UNANIMOUS

Resolution B381-20110215

APPOINTMENT OF A TEMPORARY ETHICS REVIEW OFFICER

WHEREAS a complaint has been received by the Office of the Secretary General pursuant to By-Law 2: Code of Ethics and Professional Conduct for Commissioners;

WHEREAS both individuals currently appointed to the position of Ethics Officer and/or Assessor have recused themselves to avoid a conflict of interest;

WHEREAS Article 11.1.2 of By-Law 2: Code of Ethics and Professional Conduct for Commissioners allows Council to appoint an alternate in the case of the inability to act of the Ethics Review Officer;

WHEREAS the Governance and Ethics Committee has reviewed and supports this resolution;

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Cuffling, that the Governance and Ethics Committee be authorized to appoint a temporary Ethics Review Officer to attend to case number COM20110210 and to negotiate an appropriate remuneration.

OPPOSED 5
ABSTENTION 1

Commissioner Morrison was absent from the room when the vote was taken.

Resolution B382-20110215

HIRING OF A HUMAN RESOURCES CONSULTING FIRM

WHEREAS Council wishes to engage the services of an Human Resources Consulting Firm;

WHEREAS the retirement date of the current Director General is April 1, 2011;

WHEREAS, due to time constraints, it is necessary to proceed without further delay;

WHEREAS in cases of contracts of less than \$100,000.00, the Policy on the Purchase of Goods and Services of Riverside School Board applies;

IT IS MOVED BY Commissioner Dumont, seconded by Commissioner Cuffling that, as per article 6.1 A) of the Purchasing Policy of Riverside School Board, the Council of Commissioners authorize the Director General Search Committee to select a Human Resources Consulting Firm to help Council in finding possible additional candidates; and

FURTHERMORE, that the Chairman be authorized to sign the contract to that effect.

UNANIMOUS

OTHER BUSINESS

Commissioner Lamoureux informed Council of his intention to bring a notice of motion to the next regular meeting in March.

Correspondence – Copies of the list are available.

PUBLIC QUESTIONS : None

ROUND OF APPLAUSE

- Commissioner Capobianco offers congratulations to Principal Jim Jordan who is fitting into the Mountainview community very well. She also noted that Mr. Jordan committed to shaving his beard if Mountainview students read 1000 books. They did and so did he!
- Commissioner Copeman commented positively on the presentation that was made by the five high school principals at the Council's recent work session.
- Commissioner Horrocks asked that in future, presentations to be made to Council occur during the regular meeting in order that mention could be made in the minutes. Commissioner Horrocks was referring to the excellent presentation made by Riverside Daycares and students prior to the beginning of the regular meeting.

CLOSING:

IT IS MOVED by Commissioner Blais, seconded by Commissioner Dumont, at 9:30, that the meeting be closed.

UNANIMOUS

Moira Bell, Chairman

Denise Paulson, Secretary General

CORRESPONDENCE - RIVERSIDE SCHOOL BOARD

2011.02.15

FROM	TYPE	SUBJECT
Myra Kestler, Principal, Harold Napper		<i>Harold Napper Glee</i> February 24
Sir-Wilfrid-Laurier Foundation	Letter to the Chairman	Thank you for support
Denis Rajotte, Commission scolaire de Sorel-Tracy - Chairman	Letter to the Chairman	<i>Gala reconnaissance scolaire 2011 / Invitation</i>
Line Beauchamp, MELS	Letter to the Chairman	Candidates Champlain Regional College
Lucie Désilets, RCSM	Letter to the Chairman	Annual report
Joel Ralph, <i>Canada's History Awards</i>	L Letter to the Chairman	Governor General's Award for Excellence in Teaching Canadian History



CONSEIL DES COMMISSAIRES COUNCIL OF COMMISSIONERS

Members are hereby convened to a regular meeting on
Tuesday, February 15, 2011 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 the meeting of January 18, 2011
 - 4.2 Business arising from the Minutes of the meeting of January 18, 2011
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 Finance and Audit
 - 6.6 Governance and Ethics
 - 6.7 Human Resources
 - 6.8 Material Resources and Safe Schools
 - 6.9 Q.E.S.B.A.
7. New Business
 - 7.1. Support for Community Learning Centre at Centennial Regional High School
 - 7.2. Deposit for Consultation of School Calendars for 2011-2012 and 2012-2013
 - 7.3. Replacement of the Heating System at St. Lambert Elementary
 - 7.4. Partial Roof Replacement at Harold Napper School
 - 7.5. Partial Roof Replacement at St. Lawrence School
 - 7.6. Appointment of a Temporary Ethics Review Officer
 - 7.7. Hiring of an HR Consulting Firm
8. Correspondence
9. Other Business
 - 9.1 Notice of Motion
10. Questions from the Public – 20 minutes
11. Round of Applause (limit of 2 minutes/member)
12. Closing

Given at St. Lambert, Québec, on February 15, 2011

Denise Paulson, Secretary General