

## 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, 7525, chemin de Chambly, St. Hubert, Québec on June 17, 2014.

The Secretary General established that quorum was met and Chairman Moira Bell, called the meeting to order at 7:30 p.m.

### **COMMISSIONERS PRESENT:**

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

**Regrets:** H. Dumont, G. Sastre

### **Also present**

Sylvain Racette, Director General  
 Denise Paulson, Secretary General  
 Michel Bergeron, Director of Financial Resources  
 Wendy Bernier, Interim Director of Human Resources  
 Mary Williams, Director of Educational Services  
 Gail Somerville, Director of Complementary Services  
 Lucie Roy, Director of Adult and Continuing Education

### **Presence noted**

S. Le Sueur

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

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

UNANIMOUS

**PUBLIC QUESTIONS :** None

### **ADOPTION OF THE MINUTES OF THE MEETING HELD ON MAY 27, 2014:**

IT IS MOVED by Commissioner Blais, seconded by Commissioner D'Avignon, that the Minutes of the meeting held on May 27, 2014, be adopted.

UNANIMOUS

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

The Director General followed up: nil

## **CHAIRMAN AND DIRECTOR GENERAL**

### **Chair's report – M. Bell**

- On June 3, met with some residents of St. Lambert at the Alternate School to discuss plans for the parking lot on Queen Street
- On June 4, attended the 25 year and retirement celebrations
- On June 9, attending the groundbreaking ceremony at St. Johns School
- On June 11, was at Adam's Pace
- On June 12, attended St. Mary's performance – it was amazing.

### **Director General's report – S. Racette**

#### **Topics that required special attention**

Since the last Council meeting, there has been 1 expulsion from Centennial for possession of weapons.

#### **Meetings and Events**

- › The Director General reported on the meetings and events he attended in May and June.

#### **Things You Should Know**

- › The Alternate School will be holding a private graduation ceremony.
- › ACCESS found a garage in Longueuil for the auto mechanics program but we will need to ask for a rezoning. According to the city, it should not be a problem.
- › Budget parameters 2014-2015 are out for consultation.
- › Welcome Back – Save the date: Thursday, August 28th at Centennial – early morning only.
- › The report of the committee of experts was released last week.
- › Flood at Harold Sheppard School due to heavy rain and drain blockage.

#### **Hats Off**

- › To Sophie Compagna, Principal at St. Mary's and Éric Boutin, teacher, for the staff and students' performance at their ArtsSmarts event.

#### **Parents' Committee: D. Copeman**

- Meeting held on June 2
- G. Somerville presented a PowerPoint of all programs RSB offers to students

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

### **Executive – F. Blais**

- No report

### **Transportation Advisory – L. Cuffling**

- No report

### **Education – D. Smith:**

- No report

### **Financial and Audit – P. Booth Morrison**

- No report

### **Governance and Ethics – M. L'Heureux**

- No report

### **Human Resources – H. Dumont:**

The Human Resources Committee met on June 13.

The Committee received the Administration`s recommendation for the position of vice-principal at Harold Napper School, for which there is a resolution this evening. The Committee supports the recommendation.

We received the names of retirees and 25 year employees for which there are also two resolutions this evening. These employees were honored at a reception on June 4th.

There was discussion on the termination of the link of employment for an employee. The Human Resources Committee supports the resolution that is proposed this evening related to this issue.

The Chair of the Committee proposed a timeline for presenting the results of the work undertaken by the Committee during the 2013-2014 year on Internal Rules of Procedures and New Commissioner Packages. According to the proposed timeline, the committee will meet again in late August (or communicate by email) to approve the final proposals, which will then be presented to the Executive (or Governance and Ethics) so that it can be put on the first work session in September.

As both documents contain useful information for new members of Council, it is hoped that the process will be completed before the elections in the Fall.

The next meeting is at the Call of the Chair.

#### Material Resources and Safe Schools – K. Cameron

- Met on June 17, 2014
- Resolutions were reviewed which now have a dollar value added, and which are before Council tonight. Of interest is the additional amount provided by MELS for capital projects. Another \$100,000 will be assigned to Heritage, and \$91,000 to Courtland Park; in both cases more brickwork will be done than originally planned.
- The cutting of grass at Riverside schools was discussed, arising from the work session of June 10. Peter Sheel explained the standards and the process to follow if they are not respected. He will write again to school administrators explaining this. He will also review the quality of this maintenance during the four weeks of summer when there is no occupation of facilities.
- The parking situation at Access Queen was reported to the committee. We await the decision of St-Lambert City Council before considering other possibilities.

#### QESBA – A. Capobianco

- Completing process regarding the engagement of a new Executive Director. It will be a permanent position.

### **NEW BUSINESS**

Resolution HR395-201400617

#### **TERMINATION OF THE LINK OF EMPLOYMENT OF AN ADMINISTRATOR**

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

WHEREAS Employee 884005278 was named by resolution HR183-20080819 to an administrative position effective August 25, 2008;

WHEREAS Employee 884005278 has been on medical leave from work since April 6, 2010;

WHEREAS Employee 884005278 was placed on long term disability insurance effective April 3, 2012;

WHEREAS on April 1, 2014, the employee was advised by SSQ Groupe Financier that the Régie des rentes du Québec (RRQ) accepted his file with a status of total disability;

WHEREAS the status of total disability indicates that the employee is totally unable to carry out any remunerative employment for which he is reasonably qualified because of his education, training and experience, regardless of the availability of such employment;

IT IS MOVED BY Commissioner Horrocks, seconded by Commissioner D'Avignon, that the employment of Employee 884005278 be terminated effective June 18, 2014.

UNANIMOUS

Resolution HR396-20140617

**APPOINTMENT OF VICE-PRINCIPAL AT HAROLD NAPPER SCHOOL:**

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

IT IS MOVED by Commissioner Copeman, seconded by Commissioner Horrocks, that Josée Roy be appointed to the position of Vice-Principal at St. Harold Napper, effective July 1, 2014.

ABSTENTION 1 (D. Horrocks)

UNANIMOUS

Resolution B497-20140617

**REMUNERATION RATES FOR ELECTION PERSONNEL FOR SCHOOL BOARD ELECTIONS:**

WHEREAS Article 30 of the Election Act stipulates that the School Board shall fix the tariff of remuneration and expenses of election personnel and that said tariff cannot exceed the tariffs fixed under the Election Act:

IT IS MOVED by Commissioner D'Avignon, seconded by Commissioner Lamoureux, that the tariffs specified in the attached table of rates provided by the *Service de la gestion financière de la direction générale des élections* be paid to the election personnel required.

**Returning Officer**

- \$40.95/hr (+5% \$43.00) during the period that the administrative office of the Returning Officer is open

**Assistant Returning Officer**

- \$29.78/hr

**Assistant for the Electoral List**

- \$25.29/hr

**Casual Office Help**

- \$17.88/hr

**Revisors (x3)**

- \$19.19/hr

**Scrutineer**

- \$17.88/hr Polling Day and Advance Polling Day

**Poll Secretary**

- \$16.09/hr Polling Day and Advance Polling Day

**Primo**

- \$18.51/hr Polling Day and Advance Polling Day

**Assistant Primo**

- \$15.73/hr

**Chair, Verification Table**

- \$14.48/hr
  - Member, Verification Table**
  - \$14.48/hr
  - Clerk, Electoral List**
  - \$14.48/hr
  - \* **Assistant for training**
  - \$25.29/hr
  - \* **Assistant for the revision and for itinerant voting**
  - \$25.29/hr
  - \* **Assistant for the compilation of the poll results**
  - \$21.91/hr
  - \* **Assistant for the poll**
  - \$21.91/hr
  - \* **Full-time help**
  - \$21.91/hr
  - \* **Revisor**
  - \$19.19/hr
  - \* **Entry clerk**
  - \$18.51/hr
  - \* **Secretary revision committee**
  - \$18.51/hr
- \* **As needed**

UNANIMOUS

Resolution MR290-20140617

**RENEWAL OF CONTRACT FOR CLEANING SERVICES AT CHAMBLY ACADEMY**

WHEREAS Resolution MR217-20110628 awarded the contract for cleaning services at Chambly Academy to Services d'entretien SOLMEX Inc. for a period of three years;

WHEREAS Resolution MR278-20140415 allowed for the transfer of the contract from Services d'entretien SOLMEX Inc. to Les Entreprises Fervel Inc.;

WHEREAS the contract allows for two one-year extensions in accordance with pre-established criteria for indexation;

WHEREAS the school administration is satisfied with the service provided by Les Entreprises Fervel Inc. and, together with the Governing Board, recommends that the contract be extended for an additional year;

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

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Blais, that the contract for cleaning services for Chambly Academy be renewed with Les Entreprises Fervel Inc. for the 2014-2015 school year at a price of \$52,581.13 (before taxes); and

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

UNANIMOUS

Resolution MR291-20140617

**RENEWAL OF CONTRACT FOR CLEANING SERVICES AT ST. JOHNS SCHOOL**

WHEREAS Resolution MR215-20110524 awarded the contract for cleaning services at St. Johns School to Services d'entretien SOLMEX Inc. for a period of three years;

WHEREAS Resolution MR278-20140415 allowed for the transfer of the contract from Services d'entretien SOLMEX Inc. to Les Entreprises Fervel Inc.;

WHEREAS the contract allows for two one-year extensions in accordance with pre-established criteria for indexation;

WHEREAS the school administration is satisfied with the service provided by Les Entreprises Fervel Inc. and, together with the Governing Board, recommends that the contract be extended for an additional year;

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

IT IS MOVED by Commissioner D'Avignon, seconded by Commissioner Capobianco Skipworth, that the contract for cleaning services for St. Johns School be renewed with Les Entreprises Fervel Inc. for the 2014-2015 school year at a price of \$98,059.89 (before taxes); and

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

UNANIMOUS

Resolution MR292-20140617

**GARBAGE DISPOSAL CONTRACT FOR BUILDINGS OF RIVERSIDE SCHOOL BOARD**

WHEREAS Riverside School Board conducted a call for tenders in 2010 for garbage disposal for its buildings;

WHEREAS the contract was extended for an additional year under Resolution MR259-20130528;

WHEREAS the contract will expire on June 30, 2014;

WHEREAS the needs for garbage disposal were validated and updated by the Material Resources Department;

WHEREAS a public call for tenders was sent out for the garbage disposal contract for the buildings of Riverside School Board;

WHEREAS a public call for tenders was opened on June 16, 2014 and the results are as follows (price excluding taxes):

BFI Environnement	\$ 69,085.00
Services Matrec Inc.	\$108,187.00
Camille Fontaine et Fils	\$112,915.00
R.C.I. Environnement	\$120,473.76
Les Services Monde Vert Inc.	\$868,921.00

WHEREAS the monies available in the 2014-2015 operating budget of Riverside School Board are sufficient to carry out this service;

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 Morrison, that the garbage disposal contract for its buildings of Riverside School Board be awarded to BFI Environnement at a cost of \$69,085.00, excluding taxes, for the period of July 1, 2014 to June 30, 2017 and the possibility for a renewal of two more years as per the parameters included in the contract unless either party serves notice to the contrary.

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

UNANIMOUS

Resolution MR293-20140617

**CONTRACT FOR CAFETERIA SERVICES AT CHAMBLY ACADEMY:**

WHEREAS the contract for cafeteria services at Chambly Academy will expire on June 30, 2014;

WHEREAS the requirements have been verified and updated in conformity with the quality standards established by the school administration in consultation with the Material Resources Department;

WHEREAS a public call for tenders was sent out on May 30, 2014 for the cafeteria services at Chambly Academy for the next three (3) years;

WHEREAS a bid was received from Groupe Compass (Québec) Itée, including a qualitative and a monetary component, for the use of the cafeteria facilities and the monetary component for three (3) years is equivalent to 20% of the net sales from the food and drink machines;

WHEREAS the school had established and made public the quality criteria and their relative weight to determine the score established by the quality component of the bid;

WHEREAS the evaluation committee composed of three school members analyzed the single proposal using the predetermined criteria published in the bid documents;

WHEREAS the bid was analyzed by the school for both the quality of services and the amount to be remitted to the school;

WHEREAS the school administration verified that the references were positive and together with the Governing Board recommend Groupe Compass (Quebec) Itée;

IT IS MOVED by Commissioner Smith, seconded by Commissioner Cuffling, that the contract for cafeteria services for Chambly Academy be awarded to Groupe Compass (Quebec) Itée, in accordance with the specifications of the tendering document with respect to the nature and the quality of services, and the percentage of sales to be remitted to the school, and this for a period of three (3) years with the possibility of renewal for two (2) additional years; and

FURTHERMORE, that the school principal be authorized to sign the relevant documents.

UNANIMOUS

Resolution MR294-20140617

**AWARDING OF A CHANGE ORDER FOR RECONSTRUCTION WORK AFTER A FIRE AT COURTLAND PARK INTERNATIONAL SCHOOL**

WHEREAS Riverside School Board requested from MÉLS, through Measure 50550, monies to proceed with reconstruction work following a fire at Courtland Park International School;

WHEREAS MÉLS will reimburse the monies required to proceed with reconstruction work after a fire at Courtland Park International School in accordance with the report of the claims adjustor hired by Riverside School Board;

WHEREAS Constructions R.D.J. Inc., a general contractor, was awarded a contract, through a public call for tenders, for the replacement of the exterior masonry wall, phase I, at Courtland Park International School;

WHEREAS adding the reconstruction work to the actual contract using a change order will permit the school to be ready for the beginning of the next school year;

WHEREAS after negotiations and analysis by the professionals, a change order will add the reconstruction to the construction project up to a maximum price of \$100,000.00;

IT IS MOVED by Commissioner L'Heureux, seconded by Commissioner Morrison, that the Director General be authorized to sign the change order so as to include the reconstruction work required following a fire at Courtland Park International School for a maximum amount of \$100,000.00.

FURTHERMORE, that the Director General and the Assistant Director General be authorized, within their level of delegation, to allow a supplementary amount of up to 10% for extra expenditures incurred over the summer of 2014 relating to the Courtland Park International School reconstruction project.

UNANIMOUS

Resolution MR295-20140617

**AWARDING A CHANGE ORDER FOR THE SET UP OF A NEW SPACE FOR THE CFER PROGRAM AT HERITAGE REGIONAL HIGH SCHOOL**

WHEREAS Riverside School Board has indicated its support for the CFER program to begin in September 2014 at Heritage Regional High School as per Resolution MR289-20140527;

WHEREAS the Heritage CFER, a non-profit organization, will reimburse the costs for the setting up the new space for the CFER program at Heritage Regional High School from the surpluses generated by its activities;

WHEREAS Axe Construction Inc. and La Cie de Construction Relève Inc., general contractors, were awarded a contract, through a public call for tenders, for construction work at Heritage Regional High School;

WHEREAS Riverside School Board will request a price from the two contractors in order to add the set up of a new space for the CFER program to the contract of the contractor who submits the lowest price;



WHEREAS adding the set up of a new space for the CFER program to the actual contract using a change order will permit the school to be ready for the beginning of the next school year;

WHEREAS after negotiations and analysis by the professionals, a change order will add the set up of a new space for the CFER program at Heritage Regional High School to the construction project up to a maximum price of \$100,000.00;

IT IS MOVED by Commissioner Blais, seconded by Commissioner Rasmussen, that the Director General be authorized to sign the change order so as to include the set up of a new space for the CFER program at Heritage Regional High School for a maximum amount of \$100,000.00.

FURTHERMORE, that the Director General and the Assistant Director General be authorized, within their level of delegation, to allow a supplementary amount of up to 10% for extra expenditures incurred over the summer of 2014 relating to the Heritage Regional High School construction project.

UNANIMOUS

**ADOPTION OF BUDGET FOR 2014-2015**

*To be presented at the reconvened meeting*

**INTEREST RATES TO BE ASSESSED ON ARREARS**

*To be presented at the reconvened meeting*

**PAYMENT OF SCHOOL TAXES BY INSTALLMENT**

*To be presented at the reconvened meeting*

Resolution F156-20140617

**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 2008-2012;

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 Lamoureux, seconded by Commissioner D'Avignon, that the accounts receivable totaling \$10,264.85 and shown in the attached list be considered uncollectible and consequently written off as of June 30<sup>th</sup>, 2012.

UNANIMOUS

Resolution MR296-20140617

**LIST OF PROPOSED WORK WITHIN THE "MESURE 50690 MAINTIEN DES BÂTIMENTS" AND "MESURE 50710 RÉSORPTION DU DÉFICIT D'ENTRETIEN" PROGRAMS:**

WHEREAS in the 2014-2015 budget, the amount of \$3,091,351.00 was attributed in the "paramètre de consultation" to Riverside School Board for "Maintenance des bâtiments" and "Résorption du déficit d'entretien" programs respectively;

WHEREAS the official list of the work anticipated for 2014-2015 must be submitted to MELS for approval of conformity;

WHEREAS in the five-year capital investment plan, Riverside School Board has targeted for this year, projects identified in SIMACS;

WHEREAS the list that appears below conforms to the criteria stipulated in the “Maintien des bâtiments” and “Résorption du déficit d’entretien” programs;

<b>Heritage Regional High School</b>	\$650,000.00 Restoration of exterior masonry, phase VII
<b>Courtland Park International</b>	\$491,351.00 Partial restoration of exterior masonry, phase II
<b>Chambly Academy</b>	\$550,000.00 Partial roof replacement, final phase
<b>Royal Charles</b>	\$300,000.00 Partial roof replacement (basins C and D) final phase
<b>St. Johns</b>	\$600,000.00 4 washrooms and piping renovation and defective plaster restoration, phase III
<b>Queen Street Building</b>	\$300,000.00 2 washrooms and piping renovation, defective ceiling restoration and boiler replacement
<b><u>TOTAL</u></b>	<b><u>\$3,091,351.00</u></b>

WHEREAS Riverside School Board will finance through its capital budget any amount exceeding the attributed maximum by the MELS within the consultative parameters;

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 Capobianco Skipworth, that Riverside School Board adopt the 2014-2015 proposed official work list in the “Mesure 50690 Maintien des bâtiments” and “Mesure 50710 Résorption du déficit d’entretien” programs, and that the Director General be authorized to sign and send the list to MÉLS for confirmation of approval.

UNANIMOUS

**DIRECTOR GENERAL EVALUATION**  
***To be presented at reconvened meeting***

Resolution HR397-20140617

**RECOGNITION BY RIVERSIDE SCHOOL BOARD OF ITS EMPLOYEES WITH TWENTY-FIVE YEARS OF SERVICE:**

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

WHEREAS Riverside School Board has introduced a policy to recognize the valuable

contributions made by employees of long-service with this and the predecessor boards; and

WHEREAS Riverside School Board honoured twenty-five year employees at a reception held on June 4, 2014;

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Pinel, that the congratulations and appreciation of the Council of Commissioners be extended to all personnel named hereinafter:

**Richard Bunnett  
Jacques Hurtubise  
Karen Laurent**

**Michel Martel  
Michel Regimbald  
Pierre Samuel**

UNANIMOUS

Resolution HR398-20140617

**RECOGNITION BY RIVERSIDE SCHOOL BOARD OF ITS RETIRING EMPLOYEES:**

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

WHEREAS Riverside School Board, as per its Employee Recognition Policy, is proud to recognize and honor its employees who have demonstrated their dedication and commitment in the field of education and who are retiring at the end of this year; and

WHEREAS Riverside School Board honoured its retiring personnel at a reception held on June 4, 2014;

IT IS MOVED BY Commissioner Rasmussen, seconded by Commissioner Copeman, that the Council of Commissioners expresses its deep appreciation and thanks for the valuable contributions and achievements of all retirees named hereinafter:

**Bina Abish  
Beverly Alderson  
Monique Bergeron  
Maria Biello-Dukaczewski  
Sophie-Danielle Chevalier  
Kenneth Crothers  
Florence Veronica Fitzpatrick  
Pierrette Fontaine-Boudreau  
Linda Galardo  
Assunta Grasso Zuccaro  
Thérèse Hurtubise  
John Keays  
Joan Kelly**

**Lise Lefebvre Bernard  
Judith Leonard  
Gino Londei  
Mary Ellen Lynch  
Ernest MacNicholl  
Helen MacNicholl  
Diane Paquette  
Susan Reininger  
Teresa Rimanelli-Vella  
Janet Rick Vaillancourt  
Pierre Samuel  
Catherine Shishini  
Ellen Strike  
Catherine Znoj**

UNANIMOUS

**CONTRACTS OF PUBLIC BODIES – ANNUAL RENDERING OF ACCOUNTS**

***To be presented at reconvened meeting***

WHEREAS, on December 7, 2012, the National Assembly adopted Bill 1 – *Integrity in Public Contracts Act*;

WHEREAS following the adoption of this law, every school board was required to appoint a contract rules compliance monitor (RORC);

WHEREAS this law modified the *Act Respecting Contracting by Public Bodies* in particular (L.R.Q., chapitre C-65.1, hereinafter referred to as the « LCOP ») and to which school boards have been subject for a number of years;

WHEREAS, in accordance with this law, the Treasury Board decreed the *Directive concernant la reddition de comptes en gestion contractuelle des organismes publics* (hereinafter referred to as the « Directive »), which came into force on April 1, 2013 and applies particularly to school boards;

WHEREAS the Directive outlines all cases of rendering of accounts and standardizes the content and the type of information to be transmitted to the Secretariat of the Treasury Board;

WHEREAS the requirements provided under this directive are from the LCOP which aims to promote the rendering of accounts based on the accountability of chief executive officers of public bodies and on the appropriate use of public funds;

WHEREAS these renderings of accounts will allow the President of the Treasury Board to then submit a report on the application of the LCOP;

WHEREAS according to the requirements outlined in the Directive, the school board is required to render an account of its contractual activities during the period from April 1, 2013 to March 31, 2014;

WHEREAS the annual rendering of accounts must be sent to the Secretariat of the Treasury Board no later than June 30, 2014;

WHEREAS the Directive stipulates that the chief executive officer of the public body must attest, on an annual basis, to the reliability of the data and controls related to contracts by using the form provided in appendix 3 of the Directive;

WHEREAS this appendix allows the school board to include comments;

WHEREAS in the case of a school board, the chief executive officer of the public body is the Council of Commissioners unless the Council has delegated, by by-law, to the Executive or to the Director General, all or a part of its duties as outlined in the LCOP;

WHEREAS at Riverside School Board, the duties of the executive officer of the public body for which an account must be rendered rest with the Council of Commissioners.

WHEREAS the Council of commissioners must render account for the authorizations it has given during the period from April 1, 2013 to March 31, 2014;

WHEREAS the Material Resources and Finance departments and RSB's RORC have provided explanations;

WHEREAS all contracting activities have been performed by the appropriate school board administrators and respecting the LCOP to the best of their judgment and abilities within the resources available;

IT IS MOVED by Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_ that Riverside School Board :

1. ADOPT the declaration of the executive officer of the public body attesting to the reliability of the data and management controls as appended to this resolution, in accordance with the template proposed in Appendix 3 of the Directive and adding the following comment:  
"This declaration is made by the executive officer of the public body in a context where

all contracting activities have been performed by the appropriate school board administrators and respecting the LCOP to the best of their judgment and abilities within the resources available.”

2. ADOPT appendices ..... (insert appendices 4,5,6,7, etc) of the Directive as appended to this resolution;
3. AUTHORIZE the Chairman of the school board to sign the declaration of the executive officer of the public body (appendix 3) and any other document required to respect the requirements of the rendering of accounts as provided for in the Directive;
4. TRANSMIT, no later than June 30, 2014 all the required documents to the Secretariat of the Treasury Board so as to respect the requirement to render account as stipulated in the Directive.

Commissioner Gour left the meeting at 8:20 p.m.

### **OTHER BUSINESS**

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

### **PUBLIC QUESTIONS :**

- Mr. LeSueur expressed concern with the \$3 million cut to RSB's budget. Does it mean we have to wait until July to get numbers?

The Chairman states collective agreements are sacrosanct. We need to look at where cuts will have the least impact.

### **ROUND OF APPLAUSE**

- Commissioner Rasmussen mentioned that her mother expressed great pride in the accomplishments of RSB students and is impressed with what we are doing.
- Commissioner Smith extends kudos to all teachers, especially J. Pasternak and E. Boutin for the St. Mary's performance. Absolutely amazing. She also attended the PACE pre-grad party and is hopeful that more students will attend the program. Commissioner Smith also thanked Lucie Roy for the amazing job she did at the ACCESS graduation.
- Commissioner Nichols enjoyed the dinner and talent show at Terry Fox. She found the show very interesting. She also thanked administrators and commissioners for honouring her years of service this evening.
- Commissioner L'Heureux attended the graduation ceremonies at Mount Bruno and Courtland Park – remarkable!
- Commissioner Capobianco Skipworth attended the grade 6 graduation at Mountainview today. The children were amazing. The school won the safety trophy of Otterburn Park. Kudos for all.
- Parent Commissioner D. Copeman attended the graduation ceremony at St. Lawrence school.
- Commissioner Cameron thanked the Chairman for the research done to honour Commissioner Nichols this evening and also thanked Nina for telling a bit of her story.

### **ADJOURNMENT**

IT IS MOVED by Commissioner Blais, seconded by Commissioner Morrison, at 8:40 p.m. that the meeting be adjourned to the call of the Chair in order to address the items that could not be covered during this meeting, as well as any other topics that may arise which require the attention of Council.

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Moira Bell, Chairman

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Denise Paulson, Secretary General

## CONSEIL DES COMMISSAIRES COUNCIL OF COMMISSIONERS

Members are hereby convened to a **regular** meeting on  
**June 17, 2014** at the Administration Centre  
7525 chemin de Chambly, St. Hubert, QC

### AGENDA – REGULAR MEETING

1. Call to Order and Quorum
2. Adoption of the Agenda (a 10 minute break may 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 May 27, 2014
  - 4.2 Business arising from the Minutes of the meeting of May 27, 2014
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	6.5 Governance and Ethics
6.2 Transportation	6.6 Human Resources
6.3 Education	6.7 Material Resources and Safe Schools
6.4 Finance and Audit	6.8 Q.E.S.B.A.
7. New Business
  - 7.1 Adoption of the Draft Policy on Reimbursement of Expenses
  - 7.2 Termination of a link of employment with an administrator
  - 7.3 Appointment of a Vice-Principal at Harold Napper School
  - 7.4 Remuneration rates for election personnel for school board elections
  - 7.5 Renewal of contract for cleaning services at Chambly Academy
  - 7.6 Renewal of contract for cleaning services at St. Johns School
  - 7.7 Garbage disposal contract for buildings of Riverside School Board
  - 7.8 Contract for cafeteria services at Centennial Regional High School
  - 7.9 Contract for cafeteria services at Chambly Academy
  - 7.10 Awarding of a change order for reconstruction work after fire at Courtland Park Intl
  - 7.11 Awarding a change order for the set up of a new space for the CFER program at Heritage
  - 7.12 Adoption of the budget for 2014-2015
  - 7.13 Interest rates to be assessed on arrears
  - 7.14 Payment of school taxes by installment
  - 7.15 Writing off uncollectable debts
  - 7.16 List of proposed work with the *Mesure 50690 Maintien des Bâtiments and Mesure 50710 Résorption du déficit d'entretien* programs
  - 7.17 Director General Evaluation
  - 7.18 Recognition by Riverside School Board of its employees with twenty-five years service
  - 7.19 Recognition by Riverside School Board of its retiring employees
  - 7.20 Contracts of public bodies – annual rendering of accounts
8. Correspondence
9. Other Business
10. Questions from the Public – 20 minutes
11. Round of Applause (limit of 2 minutes / member)
12. Adjournment to the call of the Chair

Given at St. Hubert, Québec, on June 12, 2014

Denise Paulson, Secretary General