

COUNCIL OF COMMISSIONERS

Minutes of the proceedings of a **reconvened** session of the Council of Commissioners for Riverside School Board held at the Administration Centre, 7525, chemin de Chambly, St. Hubert, Québec on August 19, 2014.

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	D. Lamoureux	D. Smith
P. Booth Morrison	L. Llewelyn Cuffling	D. Smyth
K. Cameron	N. Nichols	
A. Capobianco Skipworth	D. Pinel	PARENTS– P. Chouinard, D. Copeman
P. D'Avignon	S. Rasmussen	

Regrets: F. Blais, H. Dumont, J. Freund, M. Gour, D. Horrocks, M. L'Heureux

Absent : G. Sastre

Also present

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

Presence noted

Dominique Lebeau, St. Lambert City councillor

ADOPTION OF THE AGENDA:

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Chouinard, 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 JUNE 17, 2014

IT IS MOVED by Commissioner Smith, seconded by Commissioner Nichols, that the Minutes of the meeting held on June 17, 2014 be adopted.

UNANIMOUS

Resolution F157-20140819

ADOPTION OF THE RIVERSIDE SCHOOL BOARD 2014-2015 BUDGET

WHEREAS in accordance with the Education Act, Riverside School Board must adopt and transmit to the Minister its Operating, Capital and Debt Service Budget for the 2014-2015 school year;

WHEREAS the Minister has authorized the School Board to use 33.1% of the accumulated surplus as of June 30, 2013;

WHEREAS in consideration of significant government cuts, Riverside School Board requested and received the authorization from the Minister of Education, Recreation and Sports to have a deficit budget exceeding the MELS' authorized amount;

WHEREAS the 2014-2015 budget is presented with a deficit of \$2,479,682 and this in accordance with the Budgetary Rules and the authorization of the Minister;

WHEREAS the MELS requested that before September 15, 2014, a recovery plan be deposited detailing the action plan that will be put in place to have a balanced budget in the year 2016-2017.

WHEREAS the equalized valuation used in the calculation of the equalization grants has been established at \$6,908,598,869 in accordance with the Law and the Budgetary Rules for 2014-2015;

WHEREAS the Budget includes a fixed tax rate established at .30481 cents per \$100 of equalized valuation for all Riverside School Board taxpayers;

WHEREAS the established rate respects the parameters of the Act;

WHEREAS a recommendation has come from the Finance & Audit Committee;

IT IS MOVED by Commissioner Morrison, seconded by Commissioner Cuffling, that the Operating, Capital and Debt Service budget, for the 2014-2015 school year and the recovery plan be adopted; and

THAT the school tax rate be set at .30481 cents per \$100 of equalized valuation for all Riverside School Board taxpayers.

UNANIMOUS

Resolution F158-20140819

PAYMENT OF SCHOOL TAXES BY INSTALLMENTS:

WHEREAS pursuant to article 315 of the Education Act, the school tax may be paid in two instalments if it is equal to or greater than \$300;

WHEREAS if the first payment is not made by the thirty-first day following the sending of the tax bill, article 315 of the Education Act stipulates that the balance becomes payable immediately, except if Riverside School Board provides that only the outstanding instalment is payable;

WHEREAS Riverside School Board wishes to exert the discretion granted to it by article 315 of the Education Act;

IT IS MOVED by Commissioner Lamoureux, seconded by Commissioner D'Avignon, in accordance with article 315 of the Education Act, that Riverside School Board provides that the failure of a taxpayer to carry out payment of the first instalment within the prescribed timeframe does not result in the entire amount becoming due and that only the amount of the first outstanding instalment remains payable.

UNANIMOUS

Resolution F159-20140819

INTEREST RATE TO BE ASSESSED ON ARREARS

WHEREAS Article 316 of the Education Act, stipulates that the interest rate on arrears be fixed at the rate determined by the School Board;

IT IS MOVED by Commissioner Lamoureux, seconded by Commissioner Pinel, that the interest rate on arrears be maintained at fifteen percent (15 %).

UNANIMOUS

Resolution B498-20140819

CONTRACTS OF PUBLIC BODIES – ANNUAL RENDERING OF ACCOUNTS

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 appendix 3 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 gave

during the period from April 1, 2013 to March 31, 2014;

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 Chouinard, seconded by Commissioner Smyth, 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 with the addition of 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 administrators while respecting the LCOP to the best of their judgment and abilities and within the limits of the resources available.”

2. 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;
3. TRANSMIT 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.

UNANIMOUS

OTHER BUSINESS None

CLOSING:

IT WAS MOVED by Commissioner Copeman, and seconded by Commissioner Cuffling, at 7:50 p.m., that the meeting be closed.

UNANIMOUS

Moira Bell, Chairman

Denise Paulson, Secretary General



CONSEIL DES COMMISSAIRES COUNCIL OF COMMISSIONERS

Members are hereby called to the **reconvened** meeting of June 17, 2014 to be held on **August 19, 2014 at 7:30 p.m.** at the Administration Centre, 7525 chemin de Chambly, St. Hubert, QC

AGENDA – RECONVENED 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 June 17, 2014
 - 4.2 Business arising from the Minutes of the meeting of June 17, 2014
5. Resolutions for adoption
 - 5.1 Adoption of the budget for 2014-2015
 - 5.2 Interest rates to be assessed on arrears
 - 5.3 Payment of school taxes by installment
 - 5.4 Contracts of public bodies – annual rendering of accounts
6. Other Business
7. Close of meeting

Given at St. Hubert, Québec, on August 14, 2014

Denise Paulson, Secretary General