

CANADA

PROVINCE OF QUEBEC

EASTERN SHORES SCHOOL BOARD

The regular meeting of the Council of Commissioners of Eastern Shores School Board was held at held at the administrative offices of the Board situated at 40, Mountsorrel Street, New Carlisle, Quebec, on Monday, November 11, 2024, at the hour of 9:00 a.m. The following persons were present:

CHAIRPERSON: Wade Gifford

COMMISSIONERS: Mary Ellen Beaulieu (online)  
Mederic O'Brien (online)  
Julie McWhirter (online)  
Ward 4 Vacant  
Kenneth Ward  
George Hayes  
Douglas Hunt  
Donald Bourgouin  
Ronald Mundle  
Kerry Dickson

PARENT COMMISSIONER: Kathy Mackenzie  
Rhonda Steward (online)  
Jackie Bizeau (online)

DIRECTOR GENERAL: D. Simoneau

ASSISTANT DIRECTOR GENERAL: J. Bradbury; Assistant Director General and Director of Adult and Vocational Education

SECRETARY GENERAL: D. Gauthier

OTHERS: M. Hayes-Dow; Director of Information Technology, School Organization and Transportation (online)  
A. Dupuis; Director of Human Resources  
S. Ward; Director of Finance and Material Resources  
D. Foltin; Director of Educational Services (online)

ABSENT: Maude Ouellet, Parent Commissioner sent her regrets

1. **WELCOME**

Mr. Gifford, Chair, called this regular meeting of the Council of Commissioners to order and welcomed everyone present.

2. **CONFLICT OF INTEREST**

D. Gauthier, Secretary General, verified that the Declaration of Interest forms were distributed to and signed by commissioners. The completed forms were deposited with the Secretary General.

3. **OATHS OF OFFICE**

3.1 **Parent Commissioners**

In accordance with article 164 of the School Board Elections Act, D. Gauthier, Secretary General, distributed the Oath of Office forms to all the Parent-Commissioners who then read the oath in the presence of the Director General and were duly sworn in. Forms will be deposited with the Secretary General.

3.2 **Commissioners**

The Chair, Wade Gifford and Commissioners, Mary Ellen Beaulieu, Mederic O'Brien, Julie McWhirter, Kenny Ward, George Hayes, Douglas Hunt, Don Bourgouin, Ron Mundle and Kerry Dickson were sworn in on November 11, 2024 of the Director General, D. Simoneau and the Secretary General, Denis Gauthier. The signed forms will be deposited with the Secretary General.

4. **DECLARATION OF RESULTS**

The following individuals were proclaimed elected for the following positions and wards.

Chairperson	Mr. Wade Gifford	by acclamation
Ward 1	Ms. Mary Ellen Beaulieu	by election
Ward 2	Mr. Mederic O'Brien	by acclamation
Ward 3	Ms. Julie McWhirter	by acclamation
Ward 4		Vacant
Ward 5	Mr. Kenny Ward	by acclamation
Ward 6	Mr. George Hayes	by acclamation
Ward 7	Mr. Doug Hunt	by acclamation
Ward 8	Mr. Donald Bourgouin	by acclamation
Ward 9	Mr. Ronald Mundle	by acclamation
Ward 10	Mr. Kerry Dickson	by acclamation

Parent-Commissioner –Elementary	Kathy Mackenzie
Parent-Commissioner- Secondary	Jackie Bizeau
Parent-Commissioner- Member at large	Rhonda Stewart
Parent-Commissioner- Special Needs	Maude Ouellet

5. **COUNCIL OF COMMISSIONERS CONFIGURATION**

5.1 **Co-opted commissioner**

**WHEREAS** in Accordance with Article 143 (3) if the members of the council of commissioners consider it necessary, they may appoint a maximum to two commissioners co-opted by a majority of at least two thirds of the council members.

**WHEREAS** the Eastern Shores School Board Council of Commissioners is composed of one chairperson, ten commissioners and four parent commissioners for a total of 15 members;

C24-11-182 **IT WAS MOVED BY** D. Bourgouin that the addition of one or two co-opted commissioners is deemed unnecessary at this time. CARRIED

6. **NOMINATIONS OF THE PRESIDENT OF ELECTIONS AND TWO SCRUTINEERS**

Commissioner K. Mackenzie requested that D. Gauthier act as President of Elections and that D. Gauthier and D. Simoneau be named as scrutineers for the election of the Vice-Chairperson of the Council of Commissioners of Eastern Shores School Board and for the election of the members of the Executive Committee.

7. **ELECTION OF THE VICE-CHAIR OF THE COUNCIL OF COMMISSIONERS**

7.1 **Nominations**

C24-11-183 It was moved by D. Bourgouin that **R. Mundle** be nominated for the position of Vice-Chair of the Council of Commissioners of Eastern Shores School Board. CARRIED

C24-11-184 It was moved by J. Bizeau that **M.E. Beaulieu** be nominated for the position of Vice-Chair of the Council of Commissioners of Eastern Shores School Board. CARRIED

**D. Gauthier, President of Elections, repeated the call for nominations three times, then declared nominations ceased.**

**7.2 Cease of Nominations**

C24-11-185 It was moved by K. Ward that nominations cease. CARRIED

**7.3 Voting by Secret Ballot**

C24-11-186 It was moved by K. Mackenzie that the vote be taken by secret ballot. CARRIED

The secret ballot to elect the Vice-chairperson of the Council of Commissioners of Eastern Shores School Board resulted in the election of **Ron Mundle** as Vice-chairperson.

**7.4 Destruction of the Ballots**

C24-11-187 It was moved by K. Mackenzie that the ballots be destroyed. CARRIED

**8. EXECUTIVE COMMITTEE MANDATE**

**8.1 Term of Office**

**WHEREAS** article 179 of the Education Act indicates that the Council of Commissioners shall determine the term of office of the members of the Executive Committee;

C24-11-188 **IT WAS MOVED BY** D. Hunt that the term of office of the Executive Committee of Eastern Shores School Board be established as a two-year mandate. CARRIED

**9. EXECUTIVE COMMITTEE CONFIGURATION**

**9.1 Executive Configuration**

**WHEREAS** article 179 of the Education Act indicates that the Council of Commissioners shall establish an Executive committee composed of the number of commissioners it determines, including the chair, at least one commissioner representing the parent's committee and at least one co-opted commissioner if any...

**WHEREAS** the Council of Commissioner adopted by resolution C23-03-695 The Rules of order and Procedure for meetings of the Council of Commissioners and the Terms of Reference on March 23,2023;

**WHEREAS** The terms of reference for the Executive Committee states that the Executive Committee shall be composed of 4 Commissioners, the Chair, at least one Parent Commissioner and at least one Co-opted Commissioner, if any.

C24-11-189 **IT WAS MOVED BY** K. Dickson that the Executive Committee of Eastern Shores School Board maintain the structure adopted by resolution C23-03-695 and be composed of the following members:

- The Chair,
- four commissioners;
- one parent commissioner

CARRIED

**10. ELECTION OF MEMBERS OF THE EXECUTIVE COMMITTEE**

**10.1 Nominations**

Wade Gifford, elected as Chairperson of the Council of Commissioners by virtue of universal suffrage, is by right of office, automatically a member of the Executive Committee.

C24-11-190 It was moved by K. Dickson that Kenny Ward be nominated to sit on the Executive Committee of Eastern Shores School Board.

CARRIED

C24-11-191 It was moved by G. Hayes that Kathy Mackenzie be nominated to sit on the Executive Committee of Eastern Shores School Board.

CARRIED

C24-11-192 It was moved by D. Hunt that Kerry Dickson be nominated to sit on the Executive Committee of Eastern Shores School Board.

CARRIED

C24-11-193 It was moved by J. Bizeau that Mary Ellen Beaulieu be nominated to sit on the Executive Committee of Eastern Shores School Board.

CARRIED

C24-11-194 It was moved by M. E. Beaulieu that Mederic O'Brien be nominated to sit on the Executive Committee of Eastern Shores School Board.

CARRIED

C24-11-195 It was moved by K. Mackenzie that Rhonda Stewart be nominated to sit on the Executive Committee of Eastern Shores School Board

CARRIED

**The chairperson Wade Gifford called for three times for further nominations.**

**10.2 Cease of Nominations**

C24-11-196 It was moved by K. Ward that nominations cease.

CARRIED

**All commissioners were asked, in reverse order, if they accept or refuse their nominations, below are the results:**

- Rhonda Stewart accepted her nomination
- Mederic O'Brien accepted his nomination
- Mary Ellen Beaulieu accepted her nomination
- Kerry Dickson accepted his nomination
- Kathy Mackenzie refused her nomination
- Kenny Ward accepted his nomination

**10.3 Declaration of the Members of the Executive Committee**

The Executive Committee of Eastern Shores School Board is composed of the following commissioners:

Chairperson: **Wade Gifford**

Commissioners: **1. Kenny Ward  
2. Kerry Dickson  
3. Mary Ellen Beaulieu  
4. Mederic O'Brien**

Parent Commissioner: **Rhonda Stewart**

**11 APPROVAL OF THE AGENDA**

C24-11-197 It was moved by K. Ward that the agenda for this regular meeting of the Council of Commissioners of Eastern Shores School Board be approved.

CARRIED

12. **COMMISSIONER COMMITTEES**

12.1 **Committees**

**WHEREAS** in accordance with article 193.1 of the Education Act, the Council of Commissioners must establish the following committees:

- Human Resources Committee
- Governance and Ethics Committee
- Audit Committee

**WHEREAS** in accordance with article 188 of the Education Act the school board shall establish an **advisory committee on transportation** the composition, operation and functions of which shall meet the norms established by government regulation:

C24-11-198

**IT WAS MOVED BY** D. Hunt that the following mandated and recommended committees of the Education Act and other optional committees deemed necessary to ensure the proper functioning of the school board be formed and that members of said committees be delegated as follows:

<b>Audit</b>	<b>Governance &amp; Ethics</b>	<b>Human Resources</b>
W. Gifford	W. Gifford	W. Gifford
M. O'Brien	M. O'Brien	M.E. Beaulieu
J. McWhirter	J. McWhirter	K. Ward
K. Mackenzie	D. Hunt	R. Mundle
DG	R. Stewart	K. Dickson
DFS	DG	J. Bizeau
	SG	DG
		DHR

<b>Material Resources</b>	<b>Transportation</b>
W. Gifford	W. Gifford
K. Ward	G. Hayes
D. Hunt	D. Bourgouin
D. Bourgouin	J. Bizeau
K. Dickson	DG
J. Bizeau	DFS
DG	DTS
DMR	C. Pitt
Superintendent of Services	
C. Pitt	

CARRIED

13 **CALENDAR OF MEETINGS**

Tabled to the next meeting.

14 **COMMISSIONER SALARIES**

C24-11-199

It was moved by K. Mackenzie that the allocation for the position of Vice-Chair be divided equally between the vice-chair of the Council of Commissioners and the Vice-Chair of the Executive Committee.

CARRIED

15 **CHAIR'S REPORT**

No items

16 **DIRECTOR GENERAL'S REPORT**

Colin Henderson presented the Vocational Education situation.

The Director General presented her report verbally.

17 **DECISION ITEMS**

C24-11-200

It was moved by K. Ward that Denis Gauthier, Secretary General, be appointed as the Ethics and Integrity Officer for Eastern Shores School Board.

CARRIED

18 **QUESTION PERIOD**

No items

19 **DATES OF THE NEXT MEETINGS**

Executive: December 3, 2024 @ 8:00 a.m.

Council: December 9, 2024 @ 9:00 a.m.

20 **VARIA**

20.1 **Audit committee Meeting**

An Audit Committee meeting will be called for November 25, 2024 in the evening

20.2 **QESBA Representative**

C24-11-201

It was moved by W. Gifford that M.E. Beaulieu be nominated as the QESBA representative for Eastern Shores School Board.

CARRIED

20.3 **Rules of Order – Commissioner Meetings**

Document to prepare for the December meeting.

21 **ADJOURNMENT AT 7:30 P.M.**

C24-11-202

It was moved by K. Mackenzie that, there being no further business, the meeting adjourns.

CARRIED

\_\_\_\_\_  
Secretary General

\_\_\_\_\_  
Chairperson