



ASD-W
Anglophone School District West



**ANGLOPHONE WEST SCHOOL DISTRICT
DISTRICT EDUCATION COUNCIL
Fredericton Education Centre
20 Knowledge Park Drive, Fredericton, NB
Public Meeting Minutes
July 6, 2026**

Council Members Present:

- Harmien Dionne - Sub-district 1
- Tanya Cloutier – Sub-district 4
- Serena Bradford – Sub-district 5, Vice-Chairperson
- Ruth Eden – Sub-district 6
- Charlotte Burhoe – Sub-district 7
- Jeffrey Bogan – Sub-district 8
- Jennifer Morehouse – Sub-district 9
- Bethany Ryan – Sub-district 10
- Wallace Carr–Sub-district 12, Chairperson

Council Member Regrets:

- Katelyn McGrath – Sub-district 2
- Candice Browse – Sub-district 3
- Fifi Chen– Student Councillor

Council Vacancies:

- Indigenous Representation
- Sub-district 7
- Sub-district 11
- Sub-district 13

ASD-W District & School Staff Present:

- David McTimoney Superintendent
- Kendra Hatheway, Executive Assistant to the Superintendent & District Education Council

District Staff Regrets:

Members of the Public

- 0 Media
- 3 Guests

Call to Order:

- Superintendent, David McTimoney, called the first meeting of the new Council to order at **6:09PM** noting he chairs this meeting once every four years until a new chair is elected later in the session.

Welcome & Comments by the Chairperson:

- Superintendent McTimoney, on behalf of the Council, acknowledged that, with the exception of one, the land on which Anglophone West School District schools are located is the traditional unceded and unsurrendered territory of Wolastoqiyik (Maliseet). This territory is covered by the Treaties of Peace and Friendship which the Wolastoqiyik (Maliseet), Mi'kmaq, and Passamaquoddy peoples first signed with the British Crown in 1725. The treaties did not deal with the surrender of lands and resources but in fact recognized the Wolastoqey (Maliseet), Mi'kmaq, and Passamaquoddy title and established the rules for what was to be an ongoing relationship between nations.
- Superintendent McTimoney welcomed the new Council to their first District Education Council (DEC) meeting and introduced Karen and Dale Kozak from KND Process Servers who are in attendance to conduct the Oath of Office.
- Superintendent McTimoney reported that 10 of the 13 Sub-district council seats have been filled through election or acclamation, with eight members in attendance. Three vacancies remain, along with an Indigenous Representative position yet to be appointed. Student Representative Fifi Chen of Fredericton High School has already been appointed by the Minister but was unable to attend due to travel.

- **Swearing in Ceremony:**

- Dale Kozak, Commissioner of Oaths, outlined the oath-taking process, advising members to come forward to read the oath with a witness present. Members could either swear the oath using a Bible or make a solemn affirmation as an alternative.
- The following Council members were sworn in:
 - Harmien Dionne
 - Serena Bradford
 - Ruth Eden
 - Jeffrey Bogan
 - Jennifer Morehouse
 - Bethany Ryan
 - Wallace Carr
 - Tanya Cloutier
- The Superintendent indicated KND Process Servers would be invited back to conduct the Oath of Office for Councillors:
 - Katelyn McGrath
 - Candice Browse
 - Fifi Chen, and
 - Remaining Council appointments in Sub-districts 7, 11, and 13, and an Indigenous Representative
- Council discussed the process for filling vacancies, agreeing to continue seeking nominations over the summer and to finalize recommendations for the Minister in September.

- **Review the Agenda**

- The agenda was reviewed by the Council.

- **Review of Previous Public Meeting Minutes (June 22, 2026)**

- Council was advised that meeting materials and previous minutes would be made available online, and that no motion was required to approve the previous meeting minutes, as the former Council has already completed that responsibility.

ACTION: Executive Assistant will ask the Director of Communications to post the June 22, 2026, minutes on the ASD-W website.

- **Policy Governance:**

- The Superintendent provided an overview of the District Education Council's governance role under the Education Act, noting that the Council operates through a policy governance model and is responsible for hiring, directing, and evaluating the Superintendent, while providing oversight through policies and established limitation.
- Key Council responsibilities include monitoring the District Education Plan, reviewing school improvement initiatives, ensuring compliance with provincial policies and procedures, overseeing matter related to school property, budgets, community use of schools, and potential school closures, maintaining community engagement through PSSC meetings, and attending regular DEC meetings. Orientation and governance training will be provided in September.

- **Election of Chair and Vice Chair**

- Superintendent McTimoney conducted three calls for nominations for both Chair and Vice Chair positions.
- Councillor Ruth Eden nominated Councillor Wallace Carr for Chairperson. Councillor Carr accepted, with Council confirming the appointment by acclamation.
- Councillor Tanya Cloutier nominated Councillor Serena Bradford for Vice Chairperson. Councillor Bradford accepted, with Council confirming the appointment by acclamation.
- Chairperson Carr was offered the opportunity to take over chairing the meeting but requested the Superintendent continue to finish the administrative agenda.

- **Calendar – DEC Meeting for the 2026 – 2027 School Year:**
- The Superintendent presented the District Education Meeting Schedule noting 11 public meetings, five working sessions.
- Council discussed conflicts with existing commitments, particularly on Mondays, and considered alternative dates, ultimately agreeing on adjustments to accommodate as many members as possible.
- Chairperson Carr noted current Council consists of 11 members, eight are required for a quorum; members were reminded to notify the chair or the Executive Assistant if unable to attend to ensure meetings can proceed.

MOTION: I move that the District Education Council (DEC) approves the 2026-2027 District Education Council Meeting Schedule.

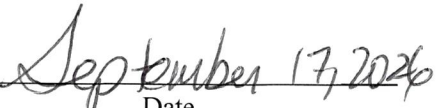
MOVED BY: Tanya Cloutier SECONDED BY: Harmien Dionne MOTION CARRIED

ACTION: Executive Assistant will ensure the DEC Meeting Schedule is posted on the ASD-W website.

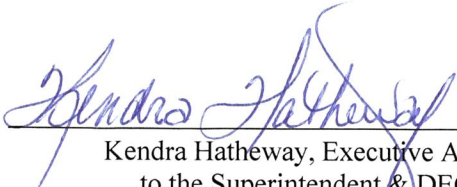
- **Council Communication and Equipment**
 - Superintendent McTimoney reviewed communication protocols, the use of e-mail distribution lists, and the provision of laptops for members, with plans to ensure all members have the necessary equipment and access by September.
 - Council will use a distribution list for official communications, with personal e-mails used temporarily for new members until equipment is issued; a test message will be sent to confirm contact details.
 - The Superintendent encouraged Council members to review the DEC documentation available on the ASD-W website, which outlines council responsibilities and procedures, to prepare for the upcoming term and noted the September DEC Orientation will cover policy governance, council operations, and provide an opportunity for new and returning members to network and receive training.
 - **Correspondence:**
 - There was no correspondence to discuss at this time.
 - **Public Comments:**
 - There were no public comments.
 - **Closing Comments:** Chairperson Carr closed the meeting by thanking Council for the confidence placed in him by nominating him as Chairperson and noted he looks forward to what Council can accomplish together.
 - **Date of Next Private Meeting:** Thursday, September 10, 2026, at 6:00PM at the Fredericton Education Centre 20 Knowledge Park Drive, Fredericton, NB E3C 2B5
 - **Meeting Adjournment**
- The DEC Public Meeting was adjourned at 8:55 PM.



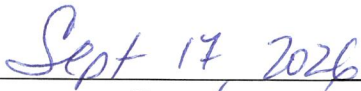
Wallace Carr, Chairperson



Date



Kendra Hatheway, Executive Assistant
to the Superintendent & DEC



Date