

Minutes of the **Council of Commissioners** meeting held on May 25, 2021 via Teams videoconferencing at 7:00 p.m.

PRESENT: Chair Guy, Commissioners Boucher, Cornforth, Daly, Garbutt, Giannakoulis, Graham, Labadie, Lyrette-Brennan, McCrank, Schaler, and Parent-Commissioners Brennan, Connell, Coutlée and Taylor.

Personnel:

Director of Buildings, Technology & Transportation P. Proulx

Director of Complementary Services L. Falasconi

Director of Education S. Aitken

Director of Finance M. Lupien

Administrative Officer R. Vincent

REGRETS: Commissioner Young and Secretary General – Director of Corporate Services, G. Singfield

The Director General, M. Dubeau, Assistant Director General / Interim Secretary General / Director of Education, Adult Education/Vocational Training, R. Ahern were also present.

Call to Order: 7:04 pm

- **Land Acknowledgment**

- C-20/21-174 Adoption of Agenda**

- IT WAS MOVED by Parent-Commissioner Connell that the agenda be adopted as presented.

- Carried Unanimously

- C-20/21-175 Approval of Minutes – April 27, 2021**

- IT WAS MOVED by Parent-Commissioner Taylor that the minutes of a meeting held on April 27, 2021 be approved as circulated with the following addition:

- Note the land acknowledgment

- Carried Unanimously

Chair's Report

Chair Guy presented his report. Topics discussed included:

- Bill 96
- School Board Elections
- The retirement of Assistant Deputy Minister Steven Colpitts
- Asian Heritage Month and the resources available on the WQSB website
- CSBA-CASSA conference July 7-9, 2021
- Possible resumption of in-person meetings

Director General's Report

The Director General presented his report. Topics discussed included:

- Non-Teaching Professionals strike day – June 9, 2021
- Teacher negotiations
- New sanitary measures as of May 31
- WQSB Online Academy will continue until the end of the school year
- Projections for the start of the school year 2021-2022
- Vaccination rollout for 12-17 year olds
- Staffing Plan

C-20/21-176 Derogation request - 21500G002 - G. Berwick's Agreement

WHEREAS the Western Quebec School Board wishes to enter into a mutual agreement contract with George Berwick & Associates for a period of 12 months. This is a professional services contract – Coaching for the WQSB senior team.

WHEREAS the contract start date is: July 1, 2021 and the contract end date is: June 30, 2022.

WHEREAS s. 6.4 Mutual Agreement Contract, the WQSB Purchasing Policy states that:

- a) The School Board may use a mutual agreement process for contracts of an estimated value below \$5,000;
- b) The School Board communicates directly with at least one supplier, indicating the good(s), service(s) or construction work(s) required and any other relevant information;
- c) Before entering into a contract by mutual agreement, the School Board must ensure that fair prices and conditions are obtained.

WHEREAS the value of this contract to be entered into by mutual agreement is above the threshold of \$5,000 for a mutual agreement contract;

WHEREAS the tendering process for a contract above \$5,000 requires 3 written quotes;

WHEREAS Policy D-11, s. 7 provides an exception to the tendering process:

Except for contracts where the estimated expenditure is equal to or above the thresholds established by the Act Respecting Contracting by Public Bodies, the Council of Commissioners may authorize the School Board, in exceptional circumstances and for legitimate reasons, to enter into a contract without following the tendering processes described herein.

WHEREAS George Berwick & Associates is the only one firm who can provide this service to the WQSB as we have been using their intellectual work as a major contributor to our vision and success planning;

WHEREAS the annual value of the contract will be within the signing authority of the Director General according to the WQSB's delegation of powers By-Law 30;

WHEREAS the Executive Committee recommends to Council by its resolution E-20/21-139 to authorize the derogation request;

IT WAS MOVED by Commissioner Cornforth that, as recommended by the Executive Committee, Council authorizes the derogation request to enter into a mutual agreement with George Berwick & Associates, for a period of 12 months, and that the Director General be authorized to sign any and all documents necessary to give full effect to this derogation.

Carried Unanimously

C-20/21-177 Executive Committee Report – May 18, 2021

IT WAS MOVED by Parent-Commissioner Coutlée that Council acknowledge receipt of the draft Executive Committee minutes of May 18, 2021.

Carried Unanimously

C-20/21-178 Microsoft Licenses – Purchase by Mutual Agreement Authorization – Centre d’acquisitions gouvernementales du Québec (CAG) 2021-7520-01-01

WHEREAS by resolution C-20/21-142, the Council of Commissioners has mandated the Centre d’acquisitions gouvernementales du Québec to represent the WQSB in a public tender # 2021-7520-01-01 for the acquisition of Microsoft licenses for the current software used by the WQSB;

WHEREAS the CAG has since modified its procurement strategy regarding the acquisition of the Microsoft licenses. While most of the Microsoft software that the School Board uses can be characterized as “mission critical software”, the Centre d’acquisitions gouvernementales du Québec has requested an authorization from the Ministries to conclude this contract by mutual agreement for mission critical software;

WHEREAS on April 28, 2021, the Order in Council 529-2021 was published, authorizing, with some conditions, the CAG to conclude mutual agreement contracts with several named suppliers for mission critical software, to the benefit of public organizations that have mandated the CAG for this tender;

WHEREAS the condition imposed by this Order in Council is that participating organizations, such as the WQSB, must obtain a written confirmation from the Chief Executive Officer (Council of Commissioners) that the Microsoft software licenses used by the WQSB are indeed deemed “mission critical”;

WHEREAS the Microsoft software has been deemed mission critical by the WQSB’s IT department. It is therefore recommended that the Council of Commissioners declare, in writing, that the licenses for the Microsoft software is mission critical, and that this authorization is transmitted to the CAG no later than May 31, 2021;

WHEREAS the written authorization by the Council of Commissioners will lift the condition imposed by the Order in Council and allow us to

benefit from the mutual agreement to be concluded with Microsoft Canada Inc. and its identified reseller (Softchoice);

WHEREAS the written declaration from Council ensures that future purchases of mission critical software licenses through this group purchase agreement are allowed by mutual agreements;

WHEREAS the authorization is limited to mission critical software only. Any other purchases of software licenses that are not mission critical must comply to the *Act*, regulations and the WQSB purchasing policy;

WHEREAS the amount of the Microsoft license contract for the WQSB is in the amount of \$241,179 annually for 3 years beginning June 1, 2021, and ending May 30, 2024;

WHEREAS the Executive Committee recommends to Council by its resolution E-20/21-132 to deem the Microsoft licenses as mission critical, and to proceed with the purchase of the Microsoft licenses through a mutual agreement with Microsoft (Softchoice);

IT WAS MOVED by Commissioner Daly that, as recommended by the Executive Committee, Council deem the Microsoft licenses as mission critical, and proceed with the purchase of the Microsoft licenses through a mutual agreement with Microsoft (Softchoice) in the amount of \$241,179 annually for a 3-year period ending May 30, 2024; and that the Director of Buildings, Technology, and Transportation, M. P. Proulx be authorized to sign all documents necessary to give full effect to this resolution.

Carried Unanimously

C-20/21-179 Public Call for Tenders — 19510B140 – Golden Valley –Interior Renovation Including Gymnasium and Asbestos Encapsulation

WHEREAS resolution C-19/20-8 approved two projects for Golden Valley for a total amount of \$1,465,000 including taxes and professional fees;

WHEREAS a public call for tenders was made for the above-mentioned projects;

WHEREAS the following persons and/or businesses retrieved the tender documents;

Construction Filiatrault Inc.
Construction Trem-Nor Inc.
Lanexco

WHEREAS only one tender, excluding taxes and professional fees, was received and recorded:

Construction Trem-Nor Inc.	\$1,598,000
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WHEREAS the bid from Construction Trem-Nor Inc. conformed;

WHEREAS procurement contacted the other contractors that retrieved the tender documents to inquire why they did not bid;

WHEREAS the contractors stated, given the current overheated construction market, they do not have the resources or manpower available for this construction project at this time;

WHEREAS the Director of Buildings, Technology and Transportation, for budgetary reasons, does not recommend awarding the contract to Construction Trem-Nor Inc.;

WHEREAS the RARC does not recommend awarding the contract to Construction Trem-Nor Inc. either, based on the lack of market competition for this tender;

WHEREAS the RARC recommends to cancel the tender no. 19510B140 – Golden Valley - Encapsulage de l'amiante et réfections diverses;

WHEREAS the budget will be kept and a revision of the project scope will be done by the buildings department;

WHEREAS the Executive Committee recommends to Council by its resolution E-20/21-133 to cancel the tender no. 19510B140 – Golden Valley - Encapsulage de l'amiante et réfections diverses;

IT WAS MOVED by Commissioner Daly that, as recommended by the Executive Committee and as suggested by the RARC that the tender no. 19510B140 – Golden Valley - Encapsulage de l'amiante et réfections diverses be cancelled, and that the Director of Buildings, Technology, and Transportation M. P. Proulx be mandated to sign all documents necessary to give full effect to this resolution.

Carried Unanimously

C-20/21-180 Group Buying Program SAR270-2016 – Elevator Service Program

WHEREAS the contract for servicing and maintenance of all elevators will expire on June 30, 2021;

WHEREAS at the Council of Commissioners regular meeting on April 26, 2016, Resolution C-15/16-109, was moved by Commissioner Egan that the WQSB proceed with joining the contract for its elevator service program through the CCSR's Group Buying Program;

WHEREAS the contract was for the period of 5 years, from July 1, 2017, until June 30, 2021, including two renewal options for 12 months each;

WHEREAS the CAG (formerly CCSR) has informed the WQSB that the end date of June 30, 2021, has to be modified and extended to December 31, 2021;

WHEREAS this end date modification must be authorized by the Council of Commissioners;

WHEREAS this is not a standing order contract, therefore a contract beyond 5 years is allowed by contract regulations;

WHEREAS the RARC recommends the authorization of the end date modification to December 31, 2021;

WHEREAS the Executive Committee recommends to Council by its resolution E-20/21-134 to approve the end date modification request;

IT WAS MOVED by Commissioner McCrank that Council grant the extension of the contract for a period of 6 months, from July 1, 2021 to December 31, 2021, as recommended by the RARC and the Executive Committee.

Carried Unanimously

C-20/21-181 Public Call for Tenders — Contract 20510B230 – Hull Adult Education Centre – Renovation of the Main Entrance and the North Entrance

WHEREAS resolution C-19/20-8 approved a project for Hull Adult Education Centre in the amount of \$475,000 including taxes and professional fees;

WHEREAS a public call for tenders was made for the above-mentioned project;

WHEREAS the following persons and/or businesses retrieved the tender documents;

ACQ - Région de l'Outaouais

Construction Fred Trottier (Québec) Limitée DLS Construction Inc.

DMA Construction.

EXCAVATION CIVIL DB (9303-7877 Québec Inc) Gestion DMJ Entrepreneur Général

WHEREAS the following bids were received and recorded:

Construction Fred Trottier (Québec) Ltée.	\$611,043.21
Gestion DMJ Entrepreneur Général	\$338,526.00

WHEREAS the bid from Gestion DMJ Entrepreneur Général conformed;

WHEREAS the Executive Committee recommends to Council by its resolution E-20/21-135 to approve the bid received from Gestion DMJ Entrepreneur Général;

IT WAS MOVED by Commissioner Daly that, as recommended by the Executive Committee the bid submitted by Gestion DMJ Entrepreneur Général in the amount of \$338,526.00 excluding taxes and professional fees be approved and that the Director of Buildings, Technology, and Transportation M. P. Proulx be mandated to sign all documents necessary to give full effect to this resolution.

Carried Unanimously

C-20/21-182 Public Call for Tenders — Contract 20510B120 – Onslow – Roof Renovation

WHEREAS resolution C-20/21-106 approved a project for Onslow for an amount of \$525,000, including taxes and professional fees;

WHEREAS a public call for tenders was made for the above-mentioned project;

WHEREAS the following persons and/or businesses retrieved the tender documents;

Couvreur Rolland Boudreault
Les Toitures Raymond et Associés inc.
Morin Isolation & Toitures Ltée
TMR3 Couvreur Inc.

WHEREAS the following bids were received and recorded:

TMR3 Couvreur Inc.	\$269,300
Morin Isolation & Toitures Ltée	\$323,360
Couvreur Rolland Boudreault	\$381,800

WHEREAS the bid from TMR3 Couvreur Inc. conformed;

WHEREAS the Executive Committee recommends to Council by its resolution E-20/21-136 to approve the bid received from TMR3 Couvreur Inc.;

IT WAS MOVED by Commissioner Labadie that the bid submitted by TMR3 Couvreur Inc. in the amount of \$269,300 excluding taxes and professional fees be approved and that the Director of Buildings, Technology, and Transportation M. P. Proulx be mandated to sign all documents necessary to give full effect to this resolution.

Carried Unanimously

C-20/21-183 Public Call for Tenders — Contract 20510B240 – Poltimore – Leaching Field

WHEREAS resolution C-20/21-106 approved a project for Poltimore for an amount of \$475,000 including taxes and professional fees;

WHEREAS a public call for tenders was made for the above-mentioned project;

WHEREAS the following persons and/or businesses retrieved the tender documents;

ACQ - Région de l'Outaouais
EXCAVATION CIVIL DB (9303-7877 Québec Inc.)
Infratek Construction
Les Pavages Lafleur et Fils Inc.
RN Civil

Ronald O'Connor Construction Inc.
SEGUIN MORRIS

WHEREAS the following bids were received and recorded:

Les Pavages Lafleur et Fils Inc.	\$195,467.41
Infratek Construction	\$248,047.00

WHEREAS the bid from Les Pavages Lafleur et Fils Inc. conformed;

WHEREAS the Executive Committee recommends to Council by its resolution E-20/21-137 to approve the bid received from Les Pavages Lafleur et Fils Inc.;

IT WAS MOVED by Commissioner Boucher that the bid submitted by Les Pavages Lafleur et Fils Inc. in the amount of \$195,467.41 excluding taxes and professional fees be approved and that the Director of Buildings, Technology, and Transportation M. P. Proulx be mandated to sign all documents necessary to give full effect to this resolution.

Carried Unanimously

C-20/21-184 Banking Services Contract – 20530G001

WHEREAS the current banking services contract with RBC comes to an end June 30, 2021;

WHEREAS the Act respecting contracting by public bodies, *section 13* "A contract involving an expenditure equal to or above the public tender threshold specified in section 10 may be entered into by mutual agreement and at section 13 (5) "in any other case determined by government regulation";

WHEREAS the Regulation respecting certain service contracts of public bodies, *section 37* "A financial or banking service contract may be entered into by mutual agreement;

WHEREAS the WQSB Purchasing Policy D-11, *Section 5* states that the school board may enter into contracts by mutual agreement in the cases permitted by the *Act Respecting Contracting by Public Bodies and its regulations*, even when the contract involves an expenditure equal to or above the tendering threshold for public tenders;

WHEREAS the school board has requested and received a quote from RBC Solutions in the amount of \$107,000 for the annual banking fees, including interest charges on long-term loans for a period of one (1) year starting July 1, 2021, and ending June 30, 2022;

WHEREAS there is an option to extend the contract for a period of 12 months, starting July 1, 2022, and ending June 30, 2023;

WHEREAS the Executive Committee recommends to Council by its resolution E-20/21-140 to approve the bid submitted by RBC;

IT WAS MOVED by Parent-Commissioner Taylor that, as recommended by the Executive Committee, Council approve the bid submitted by RBC, in the amount of \$107,000.

Carried Unanimously

C-20/21-185 Special Education Advisory Committee Report – March 29, 2021

IT WAS MOVED by Parent-Commissioner Taylor that Council acknowledge receipt of the approved Special Education Advisory Committee minutes of March 29, 2021.

Carried Unanimously

C-20/21-186 Human Resources Committee Report – March 15, 2021

IT WAS MOVED by Commissioner Boucher that Council acknowledge receipt of the approved Human Resources Committee minutes of March 15, 2021.

Carried Unanimously

C-20/21-187 Human Resources Committee Report – April 13, 2021

IT WAS MOVED by Commissioner Boucher that Council acknowledge receipt of the approved Human Resources Committee minutes of April 13, 2021.

Carried Unanimously

C-20/21-188 Human Resources Committee Report – May 18, 2021

IT WAS MOVED by Commissioner Boucher that Council acknowledge receipt of the approved Human Resources Committee minutes of May 18, 2021.

Carried Unanimously

Change in Membership: Ad Hoc Discipline Policy Review Sub-Committee

Commissioner Giannakoulis will replace Parent-Commissioner Connell

C-20/21-189 Adjournment

IT WAS MOVED by Commissioner Labadie that the meeting be adjourned at 8:55 p.m.