

**Province of Québec
Western Québec School Board**

Minutes of the **Council of Commissioners** meeting held on February 22, 2022, via Teams at 7:00 p.m.

PRESENT: Chair Daly, Commissioners Boucher, Cornforth, George, Giannakoulis, Lyrette-Brennan, McCrank, Shaar, and Parent-Commissioners Brennan, Connell, Coullée and Taylor.

REGRETS: Commissioners Young, Labadie and Graham

Personnel:

Director of Buildings, Technology and Transportation P. Proulx
 Director of Complementary Services L. Falasconi
 Director of Education S. Aitken
 Director of Finance M. Lupien
 Director of Human Resources T. Kharyati
 Administrative Officer R. Vincent

The Director General, M. Dubeau, the Secretary General – Director of Corporate Services, G. Singfield, and the Assistant Director General / Director of Education, Adult Education/Vocational Training, R. Ahern were also present.

- **Land Acknowledgment**

Call to Order: 7:01 pm

C-21/22-111 Adoption of Agenda

IT WAS MOVED by Commissioner Cornforth that the agenda be adopted as presented with the following modification:

- Removal of Agenda 7.3

Carried Unanimously

C-21/22-112 Approval of Minutes – January 25, 2022

IT WAS MOVED by Parent-Commissioner Coullée that the minutes of a meeting held on January 25, 2022, be approved as circulated.

Carried Unanimously

Director General's Report

The Director General gave a verbal report. Topics discussed included:

- Student and staff absenteeism has decreased
- Lifting of mask mandates for the youth sector as of March 7, 2022
- Congratulated Mr. S. Aitken and team for resources on Black History Month
- Congratulations to the ARC committee

- Thanked Commissioner Norman Young for his years of dedication to the WQSB as Commissioner of region 8

- C-21/22-113 Executive Committee Report – February 15, 2022**
IT WAS MOVED by Commissioner Cornforth that Council acknowledge receipt of the draft Executive Committee minutes of February 15, 2022.

Carried Unanimously

Educational Matters

The Director of Complementary Services L. Falasconi gave a presentation on Complementary Services

- C-21/22-114 To Enter into a Mutual Agreement for the Acquisition of Clothing for the Maintenance, Technology, and Buildings Staff, in Rotation with Three Suppliers, With Three One-Year Contracts.**

WHEREAS the Western Québec School Board wishes to enter into a mutual agreement contract with three (3) different suppliers for work clothes for 3 years,

WHEREAS the contracting period for the next 3-years will consist of three 1-year contracts;

WHEREAS s. 6.4 – Mutual agreement contract – of the WQSB Purchasing Policy states that:

1. The School Board may use a mutual agreement process for contracts of an estimated value below \$5,000;
2. 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;
3. Before entering into a contract by mutual agreement, the School Board must ensure that fair prices and conditions are obtained;

WHEREAS each contract is worth approximately \$26,000 and each contract is above the threshold of \$5,000 for a mutual agreement;

WHEREAS to tender a contract above \$5,000, 3 written quotes are required;

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 the choice of garment material, the fit, and comfort of the garment are subjective, therefore defining our requirements is difficult;

WHEREAS because of the above-mentioned reasons, requests for quotes have been answered by the same supplier every year in the past;

WHEREAS to allow other suppliers access to our clothing contracts, it is proposed to select three (3) local suppliers and award a one-year clothing contract, to each on a rotation basis;

WHEREAS each contract will be for one year or the amount of \$25,000, whichever comes first;

WHEREAS by its resolution E-21/22-87, the Executive Committee recommends Council approve the derogation request;

IT WAS MOVED by Parent-Commissioner Coullée that as recommended by the Executive Committee, Council to approve the derogation request to enter into a mutual agreement for the acquisition of clothing for the Maintenance, Technology, and Buildings Staff, in rotation with three suppliers, with three one-year contracts;

Carried Unanimously

C-21/22-115 Additional Cost – Gymnasium Renovation – Golden Valley – Project #21510B250-1

WHEREAS the resolution C-21/22-68 authorized a contract with Construction Filiatrault Inc. in the amount of \$618,899.81 excluding professional fees and taxes;

WHEREAS the project was accelerated because the gym was closed in the fall for security reasons;

WHEREAS three change orders have already been approved in the amount of \$41,247.54;

WHEREAS five change orders are currently being analyzed, which will bring the change order percentage above 10%;

WHEREAS the assigned budget can cover these change orders;

WHEREAS by its resolution E-21/22-88, the Executive Committee recommends Council approve the modification of the delegation of powers of the Director General;

IT WAS MOVED by Parent-Commissioner Brennan that as recommended by the Executive Committee, Council approve the modification of the Director General's delegation of powers to authorize amendments to this contracts that incur additional costs of up to 20% of \$618,899.81.

Carried Unanimously

C-21/22-116 Special Education Advisory (SEAC) Report – December 8, 2021

IT WAS MOVED by Commissioner Shaar that Council acknowledge receipt of the SEAC minutes of December 8, 2021.

Carried Unanimously

C-21/22-117 Special Education Advisory (SEAC) Report – January 12, 2022

IT WAS MOVED by Commissioner Taylor that Council acknowledge receipt of the SEAC minutes of January 12, 2022.

Carried Unanimously

C-21/22-118 Complementary Services Cttee. (CSPC) – November 15, 2021

IT WAS MOVED by Commissioner Boucher that Council acknowledge receipt of the Complimentary Services Cttee. minutes of November 15, 2021.

Carried Unanimously

C-21/22-119 Governance & Ethics Committee Report – January 10, 2022

IT WAS MOVED by Commissioner Shaar that Council accept receipt of the Governance & Ethics Committee minutes of January 10, 2022.

Carried Unanimously

C-21/22-120 By-Law 15 Code of Ethics

WHEREAS the Governance and Ethics Committee was tasked by the Council of Commissioners with reviewing and revising the Code of Ethics (By-Law 15);

IT WAS MOVED by Commissioner Shaar to approve the proposed revised Code of Ethics (By-Law 15) as presented by the Governance and Ethics Committee.

Carried Unanimously

C-21/22-121 By-Election – Vacancy Ward 1

WHEREAS Ward 1 Commissioner Norm Young has tendered his resignation as of February 22, 2022;

IT WAS MOTIONED by Commissioner McCrank that May 8, 2022, be set as the by-election for the Ward 1 vacant seat.

Carried Unanimously

C-21/22-122 Adjournment

IT WAS MOVED by Parent-Commissioner Brennan that the meeting be adjourned at 8:16 p.m.