

**Province of Quebec
Western Québec School Board**

Minutes of the **Council of Commissioners** meeting held on September 27, 2022, in a hybrid model at the Western Quebec School Board office 15, rue Katimavik at 7:00 p.m.

PRESENT: Chair Daly, Commissioners Boucher, Brushey, Cornforth, George, Giannakoulis, Goldsbrough, Labadie, Lyrette-Brennan, McCrank, and Parent-Commissioners Brennan, Connell, Coutlée and Taylor.

REGRETS: Commissioners Graham and Shaar

Personnel:

Director of Complementary Services L. Falasconi
Director of Education S. Aitken
Director of Finance M. Lupien
Director of Buildings P. Proulx
Assistant Director of Human Resources J. Svetec
Administrative Officer R. Vincent

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

- **Land Acknowledgment**

Public Participation: Presentation by Furaha-Safi Karubara

Call to Order: 8.06 pm

C-22/23-1

Adoption of Agenda

IT WAS MOVED by Parent-Commissioner Taylor that the agenda be adopted as presented with the addition of the following agenda item:

- 13.2 Rreports on bullying and violence involving special needs students

Carried unanimously

C-22/23-2

Approval of Minutes

IT WAS MOVED by Commissioner Brushey that the minutes of a meeting held on June 28, 2022, be approved as circulated.

For: 12

Against: 0

Abstention: 1

Motion Carried

Director General's Report

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

- Appreciated the staff's hard work and commitment to starting the school year
- Briefed Council on the ongoing transportation negotiations
- As part of the teacher induction program this year, there are 60 new teachers in our schools

- The new Master coaches' induction program
- The administrators' induction program welcomes four new administrators this year
- The hiring of a new French consultant as well as several new international French teachers

C-22/23-3

Executive Committee Report – September 20, 2022

IT WAS MOVED by Commissioner Lyrette-Brennan that Council acknowledge receipt of the draft Executive Committee minutes of September 20, 2022.

Carried unanimously

C-22/23-4

Public Tender – Annual Inspection and Maintenance of Boilers, Oil, and Gas Water Heaters, Gas Rooftop Units, Gas Fan Heaters, and Other Gas Heating Units – Contract #22510B006

WHEREAS a public tender was completed;

WHEREAS the contract is for a period of 3 years;

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

- 2982897 Canada Inc. (EPM-Mecanic)
- Centre intégré de santé et de services sociaux de la Capitale-Nationale
- Honeywell Limitée
- Pro Gaz Abitibi
- Seguin Morris Inc. (Brossard)
- Seguin Morris Inc. (Gatineau)

WHEREAS the following bids were received:

Lot A – Pontiac Sector

Honeywell Limitée	\$25,048.00
Seguin Morris Inc. (Gatineau)	\$123,303.73

Lot B – Gatineau Sector

Honeywell Limitée	\$113,966.00
Seguin Morris Inc. (Gatineau)	\$399,224.51

Lot C – Maniwaki Sector

Honeywell Limitée	\$5,141.00
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Lot D – Val d'Or

Honeywell Limitée	\$9,089.00
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Lot E – Noranda

Honeywell Limitée	\$9,089.00
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WHEREAS the lowest bid in lot A conformed;

WHEREAS the lowest bid in lot B conformed;

WHEREAS the lowest bid in lot C conformed;

WHEREAS the lowest bid in lot D conformed;

WHEREAS the lowest bid in lot E conformed;

WHEREAS the Executive Committee has recommended awarding the contracts by lots as described below with its resolution # E-22/23-33;

IT WAS MOVED by Commissioner McCrank that as recommended by the Executive Committee, Council:

- award the contract for lot A to Honeywell Limitée in the amount of \$25,048.00;
- award the contract for lot B to Honeywell Limitée in the amount of \$113,966.00;
- award the contract for lot C to Honeywell Limitée in the amount of \$5,141.00;
- award the contract for lot D to Honeywell Limitée in the amount of \$9,089.00;
- award the contract for lot E to Honeywell Limitée in the amount of \$9,089.00;

and that signing authority for these contracts is given to the Director of Buildings.

Carried unanimously

C-22/23-5

Public Call for Tenders — 22510B005 – Purchase of 90 Water Fountains

WHEREAS by its resolution C-21/22-200, the WQSB approved a budget of \$160,000.00 for the “Drinker and bottle filler – Lead project”;

WHEREAS the public call for tender number 22510B005 was published for this purchase on August 10, 2022;

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

- Sani-Fontaines Inc.

WHEREAS the following tender was received and recorded on August 29, 2022:

Sani-Fontaines Inc.	\$134,100.00
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WHEREAS the bid from Sani-Fontaines is in compliance;

WHEREAS section 33 of the Regulation respecting certain supply contracts of public bodies requires the authorization of the Council of Commissioners before entering into a contract when only one supplier submitted a conforming tender;

WHEREAS this authorization, once granted, is to be transmitted to the Treasury Board through the completion of an Annexe 2.

WHEREAS the opinion of the Contract Rule Compliance Monitor is that:

1. The publication delay of 19 days is not restrictive given the nature of the contract, the value of the contract, and the specifications of the goods

2. The quoted unit price is competitive compared to online pricing searches for the same model quoted by Sani-Fontaines Inc.
3. The tender documents allowed goods of equivalent specifications, therefore the tender was not restrictive

WHEREAS although the Director of Buildings agrees with the bid, the delegated authority in the resolution C-21/22-200 does not include the approval of Annexe 2;

WHEREAS a straw vote was completed, and the results were:

- In favor: 13
- Abstention: 1

WHEREAS the contract was awarded to the sole supplier following the result of the straw vote;

WHEREAS the Executive Committee has recommended officially recording the contract with its resolution # E-22/23-34;

IT WAS MOVED by Commissioner Brushey that as recommended by the Executive Committee; Council officially record the decision.

Carried unanimously

C-22/23-6

Group Buying Program – Centre d’acquisitions gouvernementales -2022-7512-50 – Équipements de réseautique – Network Equipment (Switches, WiFi, Firewalls)

WHEREAS the WQSB has the opportunity to participate in the group buying program through the Centre d’acquisitions gouvernementales (CAG) for the purchasing of network switches, WiFi equipment, and Firewall equipment;

WHEREAS the contract will cover a period of 3 years, from March 1, 2023, to February 26, 2026, with two (2) one-year renewal options;

WHEREAS the resolution C-21/22-197 approved the buildings and technology investment plan;

WHEREAS an amount of \$658,000.00 from the IT infrastructure measure for the school years 2022-2023 to 2025-2026 was set aside for the purchasing of network switches, WiFi equipment, and firewall equipment;

WHEREAS the Executive Committee has recommended that Council proceed with joining the CAG’s group buying program with its resolution # E-22/23-35;

IT WAS MOVED Parent-Commissioner Coutlée that as recommended by the Executive Committee, Council proceed with joining the CAG’s group buying program contract for its purchasing of network switches, WiFi equipment, and Firewall equipment, and that the Director of Buildings and Technology be authorized to sign all documents necessary to give full effect to this resolution.

Carried unanimously

C-22/23-7

Group Buying Program – Centre d’acquisitions gouvernementales -2022-7531-50 – Serveur et solutions de stockage – Network servers and Backup Servers

WHEREAS the WQSB has the opportunity to participate in the group buying program through the Centre d'acquisitions gouvernementales (CAG) for the purchasing of network servers and backup servers;

WHEREAS the contract will cover a period of 2 years, from March 1, 2023, to February 26, 2025, with an option of a one-year renewal;

WHEREAS the budget allocated for this contract is estimated at \$75,000.00

WHEREAS the Executive Committee has recommended that Council proceed with joining the CAG's group buying program with its resolution # E-22/23-36;

IT WAS MOVED by Commissioner Lyrette-Brennan that as recommended by the Executive Committee, Council proceed with joining the CAG's group buying program contract for its purchasing of Network servers and Backup Servers equipment and that the Director of Buildings and Technology be authorized to sign all documents necessary to give full effect to this resolution.

Carried unanimously

C-22/23-8

Extension Request for Symmes / D'Arcy McGee

WHEREAS the 2021-2022 request was denied;

WHEREAS there is still a need for additional space at Symmes / D'Arcy McGee;

WHEREAS the Executive Committee has recommended that Council submit an extension request to the MEQ for Symmes / D'Arcy McGee with its resolution # E-22/23-37;

IT WAS MOVED by Commissioner Cornforth that as recommended by the Executive Committee, Council submit an extension request to the MEQ for Symmes / D'Arcy McGee.

Carried unanimously

C-22/23-9

Extension Request for Queen Elizabeth

WHEREAS the 2021-2022 request was denied;

WHEREAS there is still a need for additional space at Queen Elizabeth;

WHEREAS the Executive Committee has recommended that Council submit an extension request to the MEQ for Queen Elizabeth with its resolution # E-22/23-38;

IT WAS MOVED by Commissioner Lyrette-Brennan that as recommended by the Executive Committee, Council submit an extension request to the MEQ for Queen Elizabeth.

Carried unanimously

C-22/23-10

Extension Request for St-Michael

WHEREAS the 2021-2022 request was denied;

WHEREAS there is still a need for additional space at St-Michael;

WHEREAS the Executive Committee has recommended that Council submit an extension request to the MEQ for St-Michael with its resolution # E-22/23-39;

IT WAS MOVED by Commissioner Goldsbrough that as recommended by the Executive Committee, Council submit an extension request to the MEQ for St-Michael.

Carried unanimously

C-22/23-11

Public Tender – Fence at Dr. Wilbert Keon – Contract #22510B009

WHEREAS the resolution C-21/22-197 approved the buildings and technology investment plan;

WHEREAS an amount of \$200,000.00 from the measure 50624 for the school year 2022-2023 was set aside for the above-mentioned project;

WHEREAS a public tender was completed;

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

- ACQ – Région de l’Outaouais
- Appelle Fred
- D.L.S. Construction
- DEFRAN Inc.

WHEREAS the following bids were received;

D.L.S. Construction Inc.	\$240,000.00
DEFRAN Inc.	\$262,622.00

WHEREAS the lowest bid conformed;

WHEREAS the Executive Committee has recommended that Council award the contract to D.L.S. Construction Inc. with its resolution # E-22/23-40;

IT WAS MOVED by Parent-Commissioner Brennan that as recommended by the Executive Committee, Council award the contract to D.L.S. Construction Inc. in the amount of \$240,000.00 and that signing authority for this contract be given to the Director of Buildings.

Carried unanimously

C-22/23-12

Mutual Agreement Contract — Snow Removal – Dr. Wilbert Keon #22510G003

WHEREAS a tender by invitation # 22510A007 was sent to 3 local suppliers but yielded no response;

WHEREAS given the unsuccessful tender by invitation, the WQSB wished to enter into a contract by Mutual Agreement with Derek Fleming Trucking for snow removal for the 2022-2024 seasons;

WHEREAS Derek Fleming Trucking was the supplier on record for last year’s snow removal contract;

WHEREAS Derek Fleming Trucking was asked to submit a quote for the 2022-2024 seasons;

WHEREAS the quote received from Derek Fleming Trucking is in the amount of \$55,482.00 for a two-year contract;

WHEREAS to be admissible, the supplier must provide the WQSB with a valid attestation from Revenue Québec;

WHEREAS Derek Fleming Trucking is committed to providing the attestation before the end of the month of September 2022;

WHEREAS the Executive Committee has recommended that Council award the contract to Derek Fleming Trucking with its resolution # E-22/23-42;

IT WAS MOVED by Commissioner George that as recommended by the Executive Committee, Council award the contract # 22510G003 to Derek Fleming Trucking in the amount of \$55,482.00, conditional to the receipt of a valid attestation from Revenue Québec, and that signing authority for this contract be given to the Director of Buildings.

Carried unanimously

C-22/23-13

Loan Agreement, Authorizing the WQSB to Borrow Through a Line of Credit with the Ministry of Finance

ATTENDU QUE, conformément à l'article 78 de la Loi sur l'administration financière (RLRQ, chapitre A-6.001), le Commission scolaire Western Québec (l'« Emprunteur ») souhaite instituer un régime d'emprunts, lui permettant d'effectuer des emprunts par marge de crédit auprès du ministre des Finances, à titre de responsable du Fonds de financement, pour financer la part subventionnée, par le ministre de l'Éducation, de ses projets d'investissement, notamment les projets sous la responsabilité de la Société québécoise des infrastructures (les « Projets »);

ATTENDU QUE le montant et l'échéance des emprunts à contracter en vertu de ce régime d'emprunts ne devra pas excéder les montants autorisés de temps à autre par le ministre de l'Éducation, conformément à la Loi sur l'instruction publique (RLRQ, chapitre I-13.3) et à la Loi sur l'administration financière pour ces Projets;

ATTENDU QUE les Projets seront financés uniquement auprès du ministre des Finances, à titre de responsable du Fonds de financement;

ATTENDU QUE, pour les projets sous la responsabilité de la Société québécoise des infrastructures, le financement temporaire est initié par cette dernière, sur son crédit;

ATTENDU QUE le financement temporaire des projets sous la responsabilité de la Société québécoise des infrastructures doit périodiquement être transféré auprès du ministre des Finances, à titre de responsable du Fonds de financement, au nom de l'Emprunteur, à la demande de la Société québécoise des infrastructures;

ATTENDU QU'il est opportun, à cet effet, d'autoriser ce régime d'emprunts et d'en approuver les conditions et modalités;

ATTENDU QUE, conformément à l'article 83 de la Loi sur l'administration financière, l'Emprunteur souhaite, dans le cadre de ce régime d'emprunts, que le pouvoir d'emprunter et celui d'approuver les conditions et les modalités des emprunts soient exercés par au moins deux de ses dirigeants;

ATTENDU QUE le deuxième alinéa de l'article 83 précise que, lorsqu'il s'agit d'effectuer un emprunt à court terme ou par marge de crédit, le pouvoir peut être exercé par un membre du personnel autorisé par l'organisme, pouvant agir seul;

ATTENDU QUE ce régime d'emprunts doit être autorisé par le ministre de l'Éducation, conformément à la Loi sur l'instruction publique et à la Loi sur l'administration financière;

ATTENDU QU'il y a lieu de reconduire toute convention de marge de crédit conclue entre l'Emprunteur et le ministre des Finances, à titre de responsable du Fonds de financement;

IL EST EN CONSÉQUENCE RÉSOLU PAR LE COMMISSAIRE Parent
Coutlée

Carried unanimously

1. QUE, sous réserve de l'autorisation requise du ministre de l'Éducation, l'Emprunteur soit autorisé à instituer un régime d'emprunts lui permettant d'effectuer des emprunts par marge de crédit auprès du ministre des Finances, à titre de responsable du Fonds de financement, pour financer la part subventionnée, par le ministre de l'Éducation, de ses projets d'investissement, notamment les projets sous la responsabilité de la Société québécoise des infrastructures (les « Projets »), selon les limites et caractéristiques suivantes :
 - a. le taux d'intérêt payable sur les emprunts sera établi selon les critères déterminés par le gouvernement en vertu du décret numéro 513-2022 du 23 mars 2022, tel que ce décret peut être modifié ou remplacé de temps à autre;
 - b. les emprunts effectués par marge de crédit seront réalisés en vertu de la convention de marge de crédit conclue avec le ministre des Finances, à titre de responsable du Fonds de financement, conformément aux conditions et aux modalités qui y sont établies;
 - c. le montant des emprunts à contracter en vertu de la marge de crédit ne devra, en aucun temps, excéder le montant autorisé de temps à autre par le ministre de l'Éducation en vertu de lettres d'autorisation qu'il délivre pour ces Projets.
1. QUE les Projets soient financés uniquement auprès du ministre des Finances, à titre de responsable du Fonds de financement;
2. QUE, pour les projets sous la responsabilité de la Société québécoise des infrastructures, les demandes d'emprunt par marge de crédit soient initiées par cette dernière;
3. QU'aux fins de déterminer le montant des emprunts auquel réfère le paragraphe 1c), il ne soit tenu compte que du solde des emprunts en

cours et non encore remboursés contractés auprès du ministre des Finances, à titre de responsable du Fonds de financement;

4. QUE l'Emprunteur soit autorisé, sauf pour les demandes d'emprunt par marge de crédit initiées par la Société québécoise des infrastructures, à remettre au ministre des Finances, à titre de responsable du Fonds de financement, une confirmation de transaction pour constater chaque emprunt ou chaque remboursement de capital ou d'intérêt sur la marge de crédit;
1. QUE, lorsqu'une demande est initiée par la Société québécoise des infrastructures, le capital de l'emprunt par marge de crédit soit versé, à la date de l'emprunt, à la Société québécoise des infrastructures, pour et l'acquit de l'Emprunteur, en remboursement des dépenses effectuées pour les projets d'investissement de l'Emprunteur, dont la gestion lui a été confiée;
2. QUE le/la Directeur(trice) général(e), le/la Président(e) du conseil des commissaires, ou le/la Directeur(trice) adjoint(e) de l'Emprunteur, pourvu qu'ils soient deux agissant conjointement, soit autorisé, pour et au nom de l'Emprunteur, à signer la convention de marge de crédit, à consentir à tout ajout ou modification non substantiellement incompatible avec les dispositions des présentes et à poser tous les actes et à signer tous les documents nécessaires ou utiles pour donner plein effet aux emprunts par marge de crédit;
3. QU'en plus des dirigeants identifiés au paragraphe 7, le/la Directeur(trice) adjoint(e), le/la Directeur(trice) des ressources financières, ou le/la Coordonnateur(trice) aux ressources financières de l'Emprunteur, soient autorisés, pour et au nom de l'Emprunteur, à signer en vertu du présent régime d'emprunts toute confirmation de transaction nécessaire pour conclure un emprunt par marge de crédit ou effectuer un remboursement sur cette marge;
4. QUE la présente résolution remplace toutes les résolutions antérieurement adoptées pour les mêmes fins.

C-22/23-14

Transportation Committee Report – September 26, 2022

IT WAS MOVED by Commissioner Cornforth that Council acknowledge receipt of the draft Transportation Committee minutes of September 26, 2022.

Carried unanimously

C-22/23-15

Two-Year Contract – Transport Michel Therrien

IT WAS MOVED by Commissioner George that Council approves the two-year contract, including a one-year (1) renewal option negotiated with Transport Michel Therrien, in the amount of \$366,939.00 as recommended by the Transportation Committee.

Carried unanimously

C-22/23-16

Two-Year Contract – Transport Louis Martel

IT WAS MOVED by Commissioner Brushey that Council approves the two-year contract, including a one-year (1) renewal option negotiated with

Transport Louis Martel, in the amount of \$44,658.00 as recommended by the Transportation Committee.

Carried unanimously

C-22/23-17

Six-Year Contract – Transport Létourneau Inc.

IT WAS MOVED by Commissioner Brushey that Council approves the six-year contract negotiated with Transport Létourneau Inc., in the amount of \$94,903.06 as recommended by the Transportation Committee.

Carried unanimously

C-22/23-18

Governance & Ethics Committee Report – September 21, 2022

IT WAS MOVED by Parent-Commissioner Taylor that Council acknowledge receipt of the Governance & Ethics Committee minutes of September 21, 2022.

Carried unanimously

C-22/23-19

Adoption of Policy C-23 — Solicitation and Sponsorships

IT WAS MOVED by Parent-Commissioner Connell that, as recommended by the Governance and Ethics Committee, and following the consultation process, Policy C-23 be adopted as presented.

Carried unanimously

C-22/23-20

Adoption of Policy B-7 — Use of Insecticides/Herbicides/Fungicides, and Fertilizers on School Board Properties

IT WAS MOVED by Parent-Commissioner Taylor that, as recommended by the Governance and Ethics Committee, the revised Policy B-7 be adopted as presented.

Carried unanimously

C-22/23-21

Lab-École Project Proposed Funding Plan

WHEREAS resolution C-21/22-190 rejected the bid received following the refusal from the MEQ to increase the original allocated budget;

WHEREAS revisions to the budget sources were made with the MEQ considering the unique nature of the Lab-École project;

WHEREAS the MEQ agreed to contribute \$7,200/m² for the extension portion of the project;

WHEREAS the Director of Buildings recommends supplementing the funding for the project with the following budgets:

- Measure IT infrastructure: \$750,000
- Measure 50621 – 2023-2024: \$3,700,000
- Balance of measure 50622 – 2015-2016: \$268,000
- Balance of measure 50622 – 2016-2017: \$230,000
- Balance of measure 50625 – 2016-2017: \$445,000
- Balance of measure 50626 – 2016-2017: \$49,000
- Balance of measure 50621 – 2017-2018: \$80,000
- Balance of measure 50625 – 2017-2018: \$300,000
- Balance of measure 50626 – 2017-2018: \$300,000
- Balance of measure 50624 – 2019-2020: \$300,000

- Balance of measure 50624 – 2020-2021: \$200,000

WHEREAS the Resource Allocation Committee recommended reserving \$3,700,000.00 from the 2023-2024 measure 50621 for the Lab-École project;

WHEREAS the MEQ has agreed with the above-mentioned funding proposal;

IT WAS MOVED by Parent-Commissioner Connell to approve the proposed funding plan for the Lab-École project.

Carried unanimously

C-22/23-21

Amendment to the Main Motion on the Consultation Process for Coopted Commissioners

IT WAS MOVED by Commissioner Lyrette-Brennan that the second bullet of the main motion on the Consultation Process for Coopted Commissioners be amended to read as follows:

- Create a consultative committee composed of three Commissioners and chaired by the Secretary General

For: 13

Against: 1 Taylor

Abstention: 0

Motion Carried

C-22/23-22

Consultation Process for Coopted Commissioners

WHEREAS section 143.3 of the Education Act provides for a school board to have up to two Co-Opted Commissioners on the Council of Commissioners;

WHEREAS the WQSB Council of Commissioners approved the initiation of the consultation process mandated by the Education Act, with a view to adding two Co-Opted Commissioners in the 2022-23 school year, who represent the lived experiences of Indigenous and racialized stakeholders, i.e., students, staff and families (See C-21/22-221);

WHEREAS the Secretary General is mandated to lead consultation processes for the Board and such processes are fixed at 60 days;

WHEREAS the Indigenous and racialized communities concerned should have a role throughout the process of identifying and recommending the appointment of Co-opted Commissioners that have roots in and authentic relationships with those communities;

It was moved by Commissioner Lyrette-Brennan to call on the Secretary General to:

- Invite individuals and organizations from Indigenous and racialized communities to come speak and answer questions at a meeting to which the Council of Commissioners are also invited
- Create a consultative committee composed of three Commissioners and chaired by the Secretary General
- Support the consultative committee's determination and implementation of culturally competent and responsive processes for identifying and

vetting prospective Co-opted Commissioners to recommend to the Council of Commissioners

- Facilitate communication from the consultative committee about its recommendations of two individuals for appointment by Council as Co-opted Commissioners.
- Commence this process no later than October 1, 2022.

For: 12
 Against: 0
 Abstention: 1
 Motion Carried

C-22/23-23

Election of the Consultative Committee for Coopted Commissioners

IT WAS MOVED by Commissioner Labadie that Commissioners Lyrette-Brennan, Coutlée, and Taylor be declared elected as members of the Consultative Committee for Coopted Commissioners.

Carried unanimously

C-22/23-24

Resolution to Postpone Definitely

IT WAS MOVED by Parent-Commissioner Connell to postpone definitely the motion on reports on bullying and violence involving special needs students to the October 25, 2022 Council of Commissioners regular meeting.

Carried unanimously

C-22/23-25

Adjournment

IT WAS MOVED by Parent-Commissioner Coutlée that the meeting be adjourned at 9:25 p.m.