

## Province of Quebec

### Western Quebec School Board

Minutes of the **Council of Commissioners** meeting held on November 12, 2024, at the Western Quebec School Board office, 15, rue Katimavik at 7:00 p.m.

**PRESENT:** Chair Labadie, Commissioners Brushey, Cornforth, Green, Giannakoulis, Goldsbrough, Garner, McCrank, Moore, Killeen, Parent-Commissioners Fortier, Bouchard, Rhéault and James.

**REGRETS:** Commissioner Bélanger

**PERSONNEL:** Director of Complementary Services L. Falasconi, Director of Human Resources A. Paquin, Director of Finance M. Lupien, Contract Compliance Officer A. Gendron, and Head of Administrative Management R. Vincent.

The Director General, Mr. G. Singfield, the Secretary General, Mr. E. Keon, and the Assistant Director General / Director of Buildings and Technology, Mr. P. Proulx, were also present.

- Land acknowledgment by Director General Singfield

**Call to Order: 7:02 p.m.**

#### **C-24/25-34 Adoption of Agenda**

IT WAS MOVED by Commissioner Cornforth and seconded by Commissioner Giannakoulis that the agenda be adopted as presented with the addition of:

- Agenda Item 5.2 – Resolution for the adoption of Commissioner remuneration distribution model

Carried unanimously

#### **C-24/25-35 Acknowledgement of Minutes – September 24, 2024**

IT WAS MOVED by Parent-Commissioner Fortier and seconded by Commissioner Cornforth that the minutes of a meeting held on September 24, 2024, be acknowledged as received.

Carried unanimously

#### **Director General's Report**

As part of his report, Director General Singfield discussed the following topics:

- Presented the Senior Administration Team
- WQSB Mission Statement

- Commitment to Success Plan
- Ministry of Education Objectives
- WQSB Directions and Orientations
- WQSB Enrolment
- I2A
- The MEQ Gel d'embauche / Cibles de dépenses / Bill 40
- Spring Conference

**Commissioner's Stipend Distribution**

The Assistant Director General Proulx presented different options available to commissioners regarding the distribution of their stipend based on the Government Decree.

**C-24/25-36 Commissioner's Stipend Distribution**

IT WAS MOVED by Parent-Commissioner Bouchard and seconded by Parent-Commissioner Fortier to opt for option 1.

For: 9  
Against: 4  
Motion Carried

**C-24/25-37 Election Procedures**

IT WAS MOVED by Parent-Commissioner Bouchard and seconded by Parent-Commissioner Fortier that the elections of the members of the Executive Committee and all other committees be held by secret ballot.

Carried unanimously

**C-24/25-38 Appointment of Scrutineers**

IT WAS MOVED by Parent-Commissioner Bouchard and seconded by Commissioner Giannakoulis that all Senior Directors present and the Head of Administrative Management be appointed as scrutineers for the election of the members of the Executive Committee and all other committees.

Carried unanimously

**C-24/25-39 Nominations for the Position of Vice-Chair of the Council of Commissioners**

IT WAS MOVED by Commissioner Killeen and seconded by Commissioner Garner that Council accept nominations for the position of Vice-Chair of the Council of Commissioners.

**Nominations**

Commissioner McCrank  
Parent-Commissioner Fortier  
Commissioner Cornforth

**By**

Parent-Commissioner Fortier  
Commissioner Killeen  
Parent-Commissioner Bouchard

**C-24/25-40 Cease Nominations for the Position of Vice-Chair of the Council of Commissioners**

IT WAS MOVED by Commissioner Garner and seconded by Parent-Commissioner Fortier that nominations for the position of Vice-Chair of the Council of Commissioners cease.

Carried unanimously

**C-24/25-41 Declaration of Election of Vice-Chair of the Council of Commissioners**  
IT WAS MOVED by Commissioner Green and seconded by Commissioner Garner that Commissioner Cornforth be declared elected as Vice-Chair of the Council of Commissioners.

Carried unanimously

**C-24/25-42 Nominations for Positions of Voting Members on the Executive Committee**  
IT WAS MOVED by Commissioner Cornforth and seconded by Parent-Commissioner Fortier that Council accept nominations for the five (5) positions of voting members on the Executive Committee.

**Nominations**

Commissioner Goldsbrough  
Parent-Commissioner Fortier  
Commissioner Garner  
Commissioner Green  
Commissioner Cornforth  
Commissioner Killeen  
Commissioner Giannakoulis

**By**

Commissioner Cornforth  
Self  
Self  
Self  
Parent-Commissioner Bouchard  
Self  
Self

**C-24/25-43 Cease Nominations for Positions of Voting Members on the Executive Committee**  
IT WAS MOVED by Commissioner McCrank and seconded by Parent-Commissioner Bouchard that nominations for positions of voting members on the Executive Committee cease.

Carried unanimously

**C-24/25-44 Declaration of Election of Voting Members on the Executive Committee**  
IT WAS MOVED by Parent-Commissioner Fortier, and seconded by Commissioner Giannakoulis that Commissioners Goldsbrough, Green, Killeen, Cornforth and Parent-Commissioner Fortier be declared elected as voting members of the Executive Committee.

Carried unanimously

**C-24/25-45 Motion to Extend for 30 minutes**  
IT WAS MOVED by Commissioner Killeen and seconded by Parent-Commissioner Bouchard to extend the meeting time by 30 minutes.

Carried unanimously

**C-24/25-46 Nominations for the Position of Parent-Commissioner on the Executive Committee**  
IT WAS MOVED by Commissioner Cornforth and seconded by Parent-Commissioner Fortier that Council accept nominations for the position of Parent-Commissioner on the Executive Committee.

**Nominations**

Parent-Commissioner Bouchard  
Parent-Commissioner Rhéault

**By**

Parent-Commissioner Fortier  
Self

**C-24/25-47 Cease Nominations for the Position of Parent-Commissioner on the Executive Committee**

IT WAS MOVED by Commissioner Goldsbrough and seconded by Parent-Commissioner Fortier that nominations for the position of Parent-Commissioner on the Executive Committee cease.

Carried unanimously

**C-24/25-48 Declaration of Election of Parent-Commissioner on the Executive Committee**

IT WAS MOVED by Commissioner Giannakoulis and seconded by Commissioner Goldsbrough that Parent-Commissioner Rhéault be declared elected as member of the Executive Committee.

Carried unanimously

**C-24/25-49 Nominations for Commissioner Membership on the WQSB Transportation Committee**

IT WAS MOVED by Commissioner Giannakoulis and seconded by Commissioner Killen that Council accept nominations for two (2) member positions on the Transportation Committee.

**Nominations**

Parent-Commissioner Bouchard  
Commissioner Giannakoulis  
Commissioner Moore

**By**

Self  
Self  
Self

**C-24/25-50 Cease Nominations for Membership on the Transportation Committee**

IT WAS MOVED by Parent-Commissioner Fortier and seconded by Commissioner Garner that nominations for the positions of member on the WQSB Transportation Committee cease.

Carried unanimously

**C-24/25-51 Declaration of Election of Members of the Transportation Committee**

IT WAS MOVED by Commissioner Brushey and seconded by Commissioner Garner that Commissioner Moore and Parent-Commissioner Bouchard be declared elected as members of the Transportation Committee.

Carried unanimously

**C-24/25-52 Nominations for Commissioner Membership on the Governance & Ethics Committee**

IT WAS MOVED by Parent-Commissioner Fortier and seconded by Commissioner Cornforth that Council accept nominations for the positions of member (2 commissioners, 1 parent-commissioner) on the Governance & Ethics Committee.

**Nominations**

Commissioner Green  
Commissioner Garner  
Parent-Commissioner James  
Commissioner Bélanger  
Commissioner Goldsbrough

**By**

Self  
Self  
Self  
Proxy  
Self

**C-24/25-53 Cease Nominations for Membership on the Governance & Ethics Committee**  
IT WAS MOVED by Parent-Commissioner Bouchard and seconded by Parent-Commissioner Fortier that nominations for the positions of member on the Governance & Ethics Committee cease.

Carried unanimously

**C-24/25-54 Declaration of Election of Members of the Governance & Ethics Committee**  
IT WAS MOVED by Commissioner Goldsbrough and seconded by Commissioner Giannakoulis that Commissioners Green, Garner, and Parent-Commissioner James be declared elected as members of the Governance & Ethics Committee.

Carried unanimously

**C-24/25-55 Nominations for Commissioner Membership on the Audit Committee**  
IT WAS MOVED by Commissioner Cornforth and seconded by Commissioner Moore that Council accept nominations for the positions of member on the Audit Committee.

**Nominations**

Commissioner McCrank  
Commissioner Giannakoulis  
Commissioner Cornforth

**By**

Parent-Commissioner Fortier  
Commissioner Brushey  
Self

**C-24/25-56 Cease Nominations for Membership on the Audit Committee**  
IT WAS MOVED by Commissioner Goldsbrough and seconded by Commissioner Green that nominations for the positions of member on the Audit Committee cease.

Carried unanimously

**C-24/25-57 Declaration of Election of Members of the Audit Committee**  
IT WAS MOVED by Commissioner Goldsbrough and seconded by Commissioner Giannakoulis that Commissioners McCrank, Giannakoulis and Cornforth be declared elected as members of the Audit Committee.

Carried unanimously

**C-24/25-58 Nominations for Commissioner Membership on the Human Resources Committee**  
IT WAS MOVED by Parent-Commissioner Bouchard and seconded by Commissioner Green that Council accept nominations for the three (3) positions of member on the Human Resources Committee.

**Nominations**

Commissioner Goldsbrough  
Commissioner Garner  
Commissioner Giannakoulis

**By**

Commissioner Green  
Self  
Self

**C-24/25-59 Cease Nominations for Membership on the Human Resources Committee**  
IT WAS MOVED by Parent-Commissioner Fortier and seconded by Commissioner McCrank that nominations for the positions of member on the Human Resources Committee cease.

Carried unanimously

**C-24/25-60 Declaration of Election of Members of the Human Resources Committee**  
IT WAS MOVED by Parent-Commissioner James that Commissioners Goldsbrough, Garner and Giannakoulis be declared elected as members of the Human Resources Committee.

Carried unanimously

**C-24/25-61 Nominations for Commissioner Membership on the Discipline Committee**  
IT WAS MOVED by Commissioner Green and seconded by Commissioner Brushey that Council accept nominations for the five (5) positions of member on the Discipline committee.

**Nominations**

**By**

Commissioner Killeen	Self
Commissioner Brushey	Parent-Commissioner Fortier
Commissioner Moore	Self
Commissioner Garner	Self
Parent-Commissioner James	Self
Commissioner Giannakoulis	Self
Parent-Commissioner Bouchard	Self
Parent-Commissioner Fortier	Self

**C-24/25-62 Cease Nominations for Membership on the Discipline Committee**  
IT WAS MOVED by Commissioner Cornforth and seconded by Commissioner Green that nominations for the five (5) positions of member on the Discipline Committee cease.

Carried unanimously

**C-24/25-63 Declaration of Election of the Members on Discipline Committee**  
IT WAS MOVED by Commissioner McCrank and seconded by Parent-Commissioner Fortier that Commissioners Killeen, Garner and Giannakoulis, and Parent-Commissioners Bouchard and Fortier, be declared elected as members of the Discipline Committee.

Carried unanimously

**C-24/25-64 Nomination for Board Member of QESBA**  
IT WAS MOVED by Parent-Commissioner Fortier and seconded by Commissioner McCrank that Council accept nominations for the position of Board member of QESBA.

**Nominations**

**By**

Commissioner Killeen	Self
Commissioner Garner	Self

**C-24/25-65 Cease nominations for Board Member of QESBA**  
IT WAS MOVED by Commissioner Cornforth and seconded by Commissioner Giannakoulis that nominations for the position of Board member of QESBA cease.

Carried unanimously

**C-24/25-66 Election of Board Member to QESBA**  
IT WAS MOVED by Commissioner Brushey and seconded by Parent-Commissioner Fortier that Commissioner Killeen be declared elected as Board Member of QESBA.

Carried unanimously

**C-24/25-67 Motion to Postpone to a Certain Time**  
IT WAS MOVED by Parent-Commissioner Fortier and seconded by Commissioner Cornforth to postpone the following agenda items to the next regular meeting of the Council of Commissioners scheduled for December 17, 2024, at 7 p.m.:

- Agenda items 6.12 through to 6.17, as well as items 8.3, 8.4, 8.6, and 8.7, along with items 11.1 and 11.2.

Carried unanimously

#### **Agenda item 8.1**

**C-24/25-68 Derogation Request No. 24560G006 to the WQSB Purchasing Policy No. D-11 to Enter into a Mutual Agreement with the Montreal Oral School for the Deaf (MOSD) for the 2024-2025 School Year and Subsequent Years.**

WHEREAS the Western Quebec School Board wishes to enter into a mutual agreement contract with the Montreal Oral School for the Deaf for the 2024-2025 school year and subsequent years;

WHEREAS the contract start date is November 30, 2024, and the contract end date is November 29, 2025, renewable annually;

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 the Montreal Oral School for the Deaf has provided integrated services for our students in the past and is the only firm that can provide this service to the WQSB;

WHEREAS the annual value of the contract is estimated at \$78,000;

IT WAS MOVED by Commissioner McCrank and seconded by Commissioner Garner that Council approve the derogation request to enter into a mutual agreement contract with Montreal Oral School for the Deaf for the 2024-2025 school year and subsequent years.

Carried unanimously

**C-24/25-69 Derogation Request No. 24520G001 to the WQSB Purchasing Policy No. D-11 to Enter into a Mutual Agreement with Scolago Innovation Inc. for the 2024-2025 School Year and Subsequent Years.**

WHEREAS the Western Quebec School Board wishes to enter into a mutual agreement contract with Scolago Innovation Inc. for the 2024-2025 school year and subsequent years;

WHEREAS the contract start date is November 30, 2024, and the contract end date is November 29, 2025, renewable annually;

WHEREAS in *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 Scolago Innovation Inc. provides a software for the management of supply teacher needs and it's the only software solution that is compatible with the GRICS software (Pay, GPI);

WHEREAS the annual value of the contract is estimated at \$45,000;

IT WAS MOVED by Commissioner Cornforth and seconded by Commissioner Green that Council approve the derogation request to enter into a mutual agreement contract with Scolago Innovation Inc. for the 2024-2025 school year and subsequent years.

Carried unanimously

**C-24/25-70 Appointment of Person Responsible for Ethics and Integrity for the Western Quebec School Board**

WHEREAS the Act to enact the Act respecting protection against reprisals related to the disclosure of wrongdoings and to amend other legislative provisions, SQ 2024, c 21 . . . (SQ 2016, c 34) takes effect on November 30, 2024;

WHEREAS the Act stipulates that school boards must abolish the position of *Officer responsible for dealing with disclosures of wrongdoings* established in 2016 through previous legislation;

WHEREAS the Act stipulates that school boards must appoint a Person in Charge of Ethics and Integrity (s. 32);

WHEREAS the Director General has reviewed the roles of the position outlined in the Act and is recommending that Council appoint the Secretary General to this position;

IT WAS MOVED BY Commissioner Killeen and seconded by Parent-Commissioner Bouchard that Secretary General Mr. Eldon Keon be appointed to serve as the Person in Charge of Ethics and Integrity as stipulated in the Act.

Carried unanimously

**C-24/25-71 Adjournment**

IT WAS MOVED by Parent-Commissioner Bouchard and seconded by Commissioner Killeen that the meeting be adjourned at 12:05 a.m.

Carried unanimously