

**Province of Quebec
Western Quebec School Board**

Minutes of the **Council of Commissioners** meeting held on February 25, 2025, at the Western Quebec School Board office, 15, rue Katimavik at 7:00 p.m.

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

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.

REGRETS: Parent-Commissioner Rheault

- Land acknowledgment by Commissioner McCrank

Call to Order: 6:31 p.m.

Public Participation

L. Taylor and H. Karubara address Council.

C-24/25-111 Adoption of Agenda

IT WAS MOVED by Commissioner Cornforth and seconded by Commissioner Green that the agenda be adopted as presented.

Carried unanimously

C-24/25-112 Approval of Minutes

IT WAS MOVED by Commissioner Moore and seconded by Parent-Commissioner Bouchard that the minutes of a meeting held on January 28, 2025, be approved as circulated.

Carried unanimously

Chair's Report

In her report, Chair Labadie discussed the following points:

- QESBA Spring Conference: Registrations are now open.
- Bill 40 – Currently in a wait-and-see status.

Director General's Report

In addition to his written report, Director General Singfield further addressed the following topics:

- Pink Shirt Day is on Wednesday, February 26, 2025.
- Thirteen candidates participated in the first leadership session on Monday, February 24, 2025.
- Summer School will be held at D'Arcy/Symmes for the urban area, Cycle 2. A virtual option is being considered to include students from outlying areas and northern schools.
- The MEQ announcement of the first "Semaine de prévention de la violence et de l'intimidation dans les écoles," scheduled for March 17 to 21.
- Work being done with Dr. Sabrina Jafralie.

C-24/25-113

Executive Committee Report – January 21, 2025

IT WAS MOVED by Commissioner Cornforth that Council acknowledge receipt of the Executive Committee minutes of January 21, 2025.

Carried unanimously

C-24/25-114

Derogation Request No. 25560G001 to the WQSB Purchasing Policy No. D-11 to Enter into a Mutual Agreement with Dr. Sarah Quirke for 12 Months

WHEREAS the Western Quebec School Board wishes to enter into a mutual agreement contract with Psychologists for the 2024-2025 and 2025-2026 school years;

WHEREAS the Human Resources Department published several postings for the above-mentioned positions;

WHEREAS no applications were received for these positions;

WHEREAS the contract start date will be February 1, 2025, and the contract end date will be January 30, 2026;

WHEREAS section 6.4 of the WQSB Purchasing Policy, "Mutual Agreement Contract" states that:

a) The School Board may use a mutual agreement process for contracts of an estimated value below \$5,000.00;

b) The School Board communicates directly with at least one supplier, indicating the good(s), service(s), or construction work 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 \$5,000.00;

WHEREAS the tendering process for a contract above \$5,000.00 requires three 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 Dr. Sarah Quirke has provided integrated services for the psycho-educational assessments for our students in the past and is available to meet the WQSB needs for the year;

WHEREAS the annual value of the contract is set at a maximum of \$50,000.00;

WHEREAS the Executive Committee recommends, by its resolution # E-24/25-50, to approve the derogation request to enter into a mutual agreement contract with Mrs. Sarah Quirke for 12 months;

IT WAS MOVED by Commissioner Bélanger and seconded by Parent-Commissioner Bouchard that, as recommended by the Executive Committee, Council approve the derogation request to enter into a mutual agreement contract with Dr. Sarah Quirke for 12 months, and that the Director of Complementary Services be authorized to sign all the documents necessary for this contract.

Carried unanimously

C-24/25-115

Group Buying Program – (Centre d’acquisitions gouvernementales – CAG) – Natural Gas – 2025-8079-50

WHEREAS the School Board needs to purchase natural gas for heating;

WHEREAS the School Board has the opportunity to participate in the purchasing group No. 2025-8079-50 offered by the Centre d’acquisitions gouvernementales (CAG), Gaz naturel;

WHEREAS this grouping of purchases (CAG) provides for a standing contract awarded to the lowest bidder;

WHEREAS the resulting contract will replace contract #2020-7517-01;

WHEREAS the *Regulation Respecting Certain Supply Contracts of Public Bodies*, CQLR c. C-65.1, r. 5.1;

WHEREAS this type of contract requires the authorization of the chief executive officer of the public body before the notice of a call for tenders is published;

WHEREAS the duration of this contract is more than 3 years; therefore, the authorization of the chief executive officer of the public body is required prior to the awarding of the contract;

WHEREAS the contract will cover the period of 2 years from May 1, 2025 to April 30, 2027, with an additional option for renewal of 15 months;

WHEREAS the estimated total value of this contract over 39 months is \$1,200,000.00;

WHEREAS the Executive Committee recommends, by its resolution # E-24/25-51, to authorize the WQSB to participate in this group purchase and mandate the Centre d'acquisitions gouvernementales (CAG) to represent the Western Quebec School Board in its tender process and subsequent contract for the acquisition of natural gas;

IT WAS MOVED by Commissioner Cornforth and seconded by Commissioner Garner that, as recommended by the Executive Committee, Council authorize the WQSB to participate in this group purchase and mandate the Centre d'acquisitions gouvernementales (CAG) to represent the Western Quebec School Board in its tender process and subsequent contract for the acquisition of natural gas, and that the Director General be authorized to sign all documents necessary.

Carried unanimously

C-24/25-116

Group Buying Program CAG 2025-8054 – Messagerie rapide (Overnight Courier Services) – 5-year Contract 2025–2030

WHEREAS the WQSB must join the CAG group purchase for its overnight courier service needs, as per the Treasury Board Order **AM 2024-03** dated June 6, 2024;

WHEREAS this type of service contract and mandate requires the authorization of the chief executive officer of the public body before the notice of a call for tenders is published;

WHEREAS the contract will cover up to 5 years, from May 16, 2025, to May 15, 2030, including two renewal options for 12 months each;

WHEREAS our estimated budget for this contract is \$20,000.00 per year, representing \$100,000.00 over the 5-year contract period;

WHEREAS the Executive Committee has recommended, by its resolution # E-24/25-52, that the WQSB join the CAG program contract for its purchase of overnight courier services;

IT WAS MOVED by Commissioner Goldsbrough and seconded by Commissioner Green that Council authorize the WQSB to proceed with joining the CAG program contract for its overnight courier services, as recommended by the Executive committee, and grant signing authority for this contract to ADG Pascal Proulx.

Carried unanimously

C-24/25-117

Adjournment

IT WAS MOVED by Commissioner Brushey and seconded by Parent-Commissioner James that the meeting be adjourned at 8:05 p.m.