

**Province of Quebec**  
**Western Quebec School Board**

Minutes of the **Council of Commissioners** meeting held on January 28, 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 and Killeen, Parent-Commissioners Fortier, Bouchard, Rhéault 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.

- Land acknowledgment by Chair Labadie

**Call to Order: 7:01 p.m.**

**C-24/25-103 Adoption of Agenda**

IT WAS MOVED by Parent-Commissioner James and seconded by Parent-Commissioner Bouchard that the agenda be adopted as presented.

Carried unanimously

**C-24/25-104 Adoption of Minutes – December 17, 2024**

IT WAS MOVED by Parent-Commissioner Bouchard and seconded by Commissioner Green that the minutes of a meeting held on December 17, 2024, be adopted as presented.

Carried unanimously

**Protectrice régionale de l'élève**

Ms Catherine Labelle, protectrice régionale de l'élève, presented the *Rapport annuel d'activités 2023-2024* for the region of Massif-et-des-Forêts.

**Chair's Report**

In her report, Chair Labadie combined the QESBA report; items discussed included:

- Acknowledged the difficult start to the year – significant loss in the WQSB family
- Supreme Court hearing of Bill 21

- Bill 40, the hearings began on January 27
- 2025 Spring Conference
- Commissioners' Professional Development Workshop

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

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

- Acknowledged the work the admin team has done to meet the MEQ's mandate regarding the imposed budget cuts
- The hiring freeze which excludes positions directly servicing students and HR recruitment efforts.
- Principal meetings
- I2A Leadership: 2 cohorts; first workshops scheduled for February 24
- Olevi Coaching program for administrators
- Déboulage and student scheduling

### **Ministry-imposed Budget Cuts**

Assistant Director General Proulx and Director of Finance Lupien presented an update concerning the ministry-imposed budget cuts; the presentation covered the following items:

- Proposed cuts
- Itemized list of affected budget lines
- In summary, there are no cuts that will affect services provided to students.

### **2024-2025 Derogation Report**

Director of Complementary Services Lisa Falasconi presented the 2024-2025 Derogation Report.

### **Update on the CGTSIM (Taxation)**

Assistant Director General Proulx gave an update on the CGTSIM (Taxation) project.

### **Procedure: Collection of Bad Debt**

Assistant Director General Proulx and Director of Finance Lupien presented the Procedure on the Collection of Bad Debt.

### **Agenda item 7.1**

#### **C-24/25-105 Executive Committee Report – November 26, 2024**

IT WAS MOVED by Parent-Commissioner Fortier that Council acknowledge receipt of the Executive Committee minutes of November 26, 2024.

Carried unanimously

**C-24/25-106 Amendment to By-Laws 51 and 52 (2024-2025 Calendar of Meetings)**

It was moved by Commissioner Green and seconded by Commissioner Killeen that the following By-Laws be amended to reflect the new start time of **6:30 p.m.** for:

By-Law 51; a By-Law to fix the day, time, and place of the regular meetings of the Council of Commissioners of the Western Québec School Board for the school year 2024-2025.

By-Law 52; a By-Law to fix the day, time, and place of the regular meetings of the Executive Committee of the Western Québec School Board for the school year 2024-2025.

Carried unanimously

**C-24/25-107 Microsoft License – Mandate – Tender by Invitation – Authorization – Centre d’acquisitions gouvernementales du Québec (CAG) – 2025-7520-80**

WHEREAS the actual contract described in the resolution C-23/24-143 is ending at the end of May 2025;

WHEREAS the Microsoft Licenses are still categorized as mission critical since they are used by the staff and students for the Office 365 suite, Microsoft TEAMS, the IP phone system, and the security functionalities (accessibility, emails, data saved on Microsoft Cloud);

WHEREAS in accordance with article 48 of the *Regulation respecting contracting by public bodies in the field of information technologies*, the Minister of Cybersecurity and Digital Technology authorizes the Centre d’acquisitions gouvernementales (CAG) to enter into tender by invitation for the Microsoft Licenses for School Boards and Service Centres for a period of 2 years;

WHEREAS the contract starts on June 1, 2025, and ends on May 31, 2027.

WHEREAS the estimated value of this 2-year contract for the Western Quebec School Board is in the amount of \$600,000.00 (tax included);

WHEREAS the Executive Committee recommended, with its resolution E-24/25-41, to mandate the Centre d’acquisitions gouvernementales du Québec to represent the Western Quebec School Board for the purchase of the Microsoft Licenses through a tender by invitation and that the Assistant Director General of the School Board be authorized to sign all documents necessary to give full effect to this resolution;

IT WAS MOVED by Commissioner Goldsbrough and seconded by Parent-Commissioner Bouchard that, as recommended by the Executive Committee, Council mandate the Centre d’acquisitions gouvernementales du Québec to represent the Western Quebec School Board for the purchase of the Microsoft Licenses through a tender by invitation and that the Assistant Director General of the School Board be authorized to sign all documents necessary to give full effect to this resolution.

Carried unanimously

**C-24/25-108 Parents' Committee Report – October 22, 2024**

IT WAS MOVED by Parent-Commissioner Bouchard and seconded by Parent-Commissioner James that Council acknowledge receipt of the Parents' Committee Minutes of October 22, 2024.

**C-24/25-109 Parents' Committee Report – November 18, 2024**

IT WAS MOVED by Parent-Commissioner Bouchard and seconded by Parent-Commissioner James that Council acknowledge receipt of the Parents' Committee Minutes of November 18, 2024.

Carried unanimously

**Spring Conference Discussions: 2025 Spring Conference Registration Fees**

Chair Labadie led a discussion with the Commissioners about the registration costs for the spring conference, and the associated hotel fees. Due to budget reductions that the Board must implement, the Commissioners agreed not to allocate funds to cover the registration fees for the spring conference.

**C-24/25-110 Adjournment**

IT WAS MOVED by Commissioner McCrank and seconded by Parent-Commissioner Bouchard that the meeting be adjourned at 9:39 p.m.

Carried unanimously