

Province of Quebec
Western Quebec School Board

Minutes of the **Council of Commissioners** meeting held on October 1, 2025, in a hybrid format at 6:30 p.m.

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

REGRETS: Commissioner Killeen

PERSONNEL: In attendance were the Director General, Mr. G. Singfield; the Secretary General, Mr. E. Keon; the Assistant Director General and Director of Human Resources, Mr. P. Proulx; the Director of Finance, Ms. M. Lupien; the Director of Buildings and Information Technology, Mr. S. El Ouezzani; the Directors of Education, Mr. S. Aitken and Ms. J. Dubeau; the Director of Complementary Services, Ms. L. Falasconi; and the Head of Administrative Management, Ms. R. Vincent.

- Land acknowledgement by: Commissioner Isabelle Richard

Call to Order: 6:39 p.m.

C-25/26-12 Adoption of Agenda
IT WAS MOVED by Parent-Commissioner Bouchard and seconded by Commissioner Garner that the agenda be adopted as presented.

Carried unanimously

C-25/26-13 Adoption of Minutes
IT WAS MOVED by Commissioner Cornforth and seconded by Parent-Commissioner Rhéault that the Minutes of a meeting held on June 25, 2025, be adopted as circulated.

Carried unanimously

C-25/26-14 Adoption of Minutes
IT WAS MOVED by Commissioner Goldsbrough and seconded by Parent-Commissioner James that the Minutes of a meeting held on August 13, 2025, be adopted as circulated.

Carried unanimously

C-25/26-15**Adoption of Minutes**

IT WAS MOVED by Commissioner Cornforth and seconded by Parent-Commissioner Fortier that the Minutes of a meeting held on August 26, 2025, be adopted as circulated.

Carried unanimously

C-25/26-16**Adoption of Minutes**

IT WAS MOVED by Commissioner Green and seconded by Parent-Commissioner Bouchard that the Minutes of a meeting held on September 23, 2025, be adopted as circulated.

Carried unanimously

** Commissioner Bélanger left the meeting at 6:57 and returned at 7:00 p.m.

** Commissioner Bélanger left the meeting at 7:02 and returned at 7:06 p.m.

Chair's report:

Chair Labadie spoke on the *National Day of Truth and Reconciliation* (September 30), highlighting the six education-related recommendations. She noted her discussions with the Chair of QESBA about implementing these recommendations at the school board level.

She also thanked the Commissioners for their participation in the summer's special meetings, which focused on the budget. Special appreciation was given to the administration for working tirelessly to prepare and present the budget to the Council.

Closing Note: A reminder about the upcoming municipal elections.

DG Report:

The Director General presented his oral report, and the topics discussed were:

- School/Centre Start-up
- Budget Update
- Update on Cell Phone Ban
- Learn Quebec and WQVC
- PROCEDE Conference in Rimouski
- National Day of Truth and Reconciliation – School Events
- Terry Fox
- October Management Meetings with Michael Ungar and Mona Tolley

** Commissioner Brushey left the meeting at 8:12 p.m.

C-25/26-17**Commissioners' Stipend Distribution for the 2025-2026 School Year**

WHEREAS *Décret 965-2025* sets the maximum remuneration for Council members;

WHEREAS the stipend distribution options were presented at the October 1, 2025, Council meeting and are appended to this resolution;

IT WAS MOVED by Commissioner Green and seconded by Commissioner Goldsbrough that Council adopt Option 2 as the stipend distribution model for the 2025–2026 school year.

For: 13
 Abstention: 1 – Bouchard
 Against: 0
 Motion Carried

** Parent-Commissioner Rhéault left the meeting at 8:29 and returned at 8:32 p.m.

** Parent-Commissioner Rhéault left the meeting at 8:33 and returned at 8:37 p.m.

** Parent-Commissioner Fortier left the meeting at 8:55 and returned at 8:59 p.m.

C-25/26-18

Planning & Review Committee

WHEREAS Onslow Elementary School has a conditional index of D in the 2024-2025 Investment Plan;

WHEREAS several major renovation projects are required at the school;

WHEREAS the administration has determined that the scope of this project could constitute a major interruption in the delivery of educational services and create potential concerns for the health and safety of the students and staff at the school;

WHEREAS the administration is proposing that the students and staff at Onslow Elementary School be moved to a different location for the 2026-2027 school year, during the renovation period;

WHEREAS the move to other schools in the region requires consultation with the affected communities;

WHEREAS the school board administration has identified logistical concerns with the boundary between Dr. W. Keon School and St. John's Elementary School;

WHEREAS *Policy C-25: Continued Operation or Closure of Schools and Other Changes Made to the Educational Services Provided in a School* clearly outlines the obligation to strike a Planning and Review Committee before considering major changes to schools or centres;

WHEREAS the institutions and buildings that could be affected by such changes include Onslow Elementary School, Dr. S.E. McDowell Elementary School, Pontiac Continuing Education Centre, Pontiac High School, St. John's Elementary School and the building located at 26 rue Leslie in Campbell's Bay;

IT WAS MOVED by Commissioner Garner and seconded by Parent-Commissioner Fortier that a Planning and Review Committee be struck

to study the issues previously outlined and that it report back to Council with its recommendations.

Carried unanimously

C-25/26-19

WQSB Foundation – Proposal

WHEREAS the director general presented a three-phase proposal for the implementation of a Western Quebec School Board Educational Foundation;

WHEREAS the proposal includes the rationale for the establishment of an Educational Foundation;

WHEREAS an initiative of this sort requires considerable analysis and preparatory actions;

IT WAS MOVED by Commissioner Garner and seconded by Commissioner Richard to approve the proposal for the establishment of an Educational Foundation for the Western Quebec School Board, thereby allowing for the launch of Phase 1 of the proposal, namely the consideration of feasibility and legal framework.

For: 13

Abstention: 1 – Moore

Against: 0

Motion Carried

C-25/26-20

Executive Committee Report – June 17, 2025

IT WAS MOVED by Commissioner Cornforth and seconded by Commissioner Green that Council acknowledge receipt of the Executive Committee minutes of June 17, 2025.

Carried unanimously

C-25/26-21

Extension of Meeting Time

IT WAS MOVED by Parent-Commissioner Bouchard and seconded by Commissioner Goldsbrough to extend the meeting time by 30 minutes to 9:30 p.m.

Carried unanimously

C-25/26-22

Group Buying Program – (CAG) – Administrative Furniture – 2025-8137-50

WHEREAS the school board has the opportunity to participate in the group purchasing plan offered by the Centre d'acquisitions gouvernementales for administrative furniture;

WHEREAS this type of contract requires the authorization of the chief executive officer since this is a standing **offer** contract with multiple suppliers;

WHEREAS the contract will cover a period of 54 months, from February 1, 2026, to July 31, 2030, including a renewal option of 30 months;

WHEREAS the estimated financial commitment for this contract is approximately \$250,000.00;

WHEREAS the Executive Committee recommends with resolution E-25/26-16 that Council authorize the WQSB to proceed with joining the contract for the purchasing of administrative furniture through the Centre d'acquisitions gouvernementales du Québec (CAG);

IT WAS MOVED by Commissioner Cornforth and seconded by Commissioner Goldsbrough that, as recommended by the Executive Committee, Council authorize the WQSB to participate in this group purchasing program 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 administrative furniture, and that the Director General be authorized to sign all documents necessary.

Carried unanimously

C-25/26-23

Fuels – Purchase by Mutual Agreement Authorization – Centre d'acquisitions gouvernementales du Québec (CAG) – 2025-8061-50

WHEREAS the current contract described in resolution C-21/22-177 is ending on November 30, 2025;

WHEREAS the school board has the opportunity to participate in the new group purchasing plan offered by the Centre d'acquisitions gouvernementales for building heating oil;

WHEREAS the fuels are used for heating schools that still use heating oil equipment during the colder months to maintain comfort, safety, and building integrity;

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 can be published;

WHEREAS the contract will cover the period of 51 months, from December 1, 2025, to February 28, 2029, with one 3-month renewal;

WHEREAS, with its resolution E-25/26-17, the Executive Committee recommends that Council allow the WQSB to join the contract for the purchasing of fuels through the CAG program;

IT WAS MOVED by Commissioner Goldsbrough and seconded by Commissioner Garner that, as recommended by the Executive Committee, Council authorize the WQSB to participate in this group

purchasing program 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 fuels, and that the Director General be authorized to sign all documents necessary.

Carried unanimously

C-25/26-24

Group Buying Program – Centre d'acquisitions gouvernementales du Québec (CAG) – Educational Technology Equipment – Educational Tablets and Robots – 2025-8137-50

WHEREAS there are specific needs for the acquisition of supplies consisting of educational technology tools and equipment;

WHEREAS there is an opportunity to join the purchasing group offered by the Centre d'acquisitions gouvernementales du Québec (CAG), 2025-8137-50, Educational Technology Equipment;

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 can be published;

WHEREAS the contract is for a period of 15 months, beginning on March 1, 2026, and ending on February 28, 2027, with an option for renewal for 3 months, ending May 31, 2027;

WHEREAS the total commitment for this contract is estimated at \$55,000.00;

WHEREAS the Executive Committee recommends with resolution E-25/26-18 that Council authorize the WQSB to proceed with joining the contract for its purchasing of educational technology through the Centre d'acquisitions gouvernementales du Québec (CAG);

IT WAS MOVED by Commissioner Green and seconded by Parent-Commissioner Rhéault that, as recommended by the Executive Committee, Council authorize the WQSB to participate in this group purchasing program 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 Educational Technology Equipment, and that the Director General be authorized to sign all documents necessary.

Carried unanimously

C-25/26-25

Request for Contract Extensions – Qualification of Architectural Firms, Civil and Structural Engineering Firms, and Mechanical and Electrical Engineering Firms for Renovation Projects – 12-Month Extension

WHEREAS a public call for qualifications was issued for the selection of architectural firms, civil and structural engineering firms, and mechanical and electrical engineering firms for renovation projects in September 2022;

WHEREAS on October 25, 2022, the Council of Commissioners approved Resolutions C-22/23-32, 33, and 34, which include the lists of qualified professionals retained for our renovation projects for a duration of 36 months;

WHEREAS fundamental changes to the tendering process framework have come into effect on July 5, 2025;

WHEREAS these changes have an impact on the timeline for the renewal of the list of qualified professionals;

WHEREAS the WQSB is in the final stages of the project's preparation and is ready to award the mandates to the professionals named on the current list of qualified firms;

WHEREAS the Director of Buildings and IT, and the Procurement Officer recommend extending the list of qualified professionals for a period of 12 months;

WHEREAS the Executive Committee recommends with resolution E-25/26-19 that Council authorize the contract extensions and allow the Director of Buildings & IT, Soufiane El Ouezzani, to sign all related documents;

IT WAS MOVED by Commissioner McCrank and seconded by Commissioner Goldsbrough that, as recommended by the Executive Committee, Council authorize the contract extensions and allow the Director of Buildings & IT, Soufiane El Ouezzani, to sign all related documents.

Carried unanimously

C-25/26-26

Group Buying Program – Centre d'acquisitions gouvernementales du Québec – Office Supplies – 2025-8047-50 – Request for Authorization to Join the Ongoing Contract

WHEREAS the current contract ends on November 25, 2025;

WHEREAS the *Regulation respecting certain supply contracts of public bodies*, RLRQ C-65.1, r 5.1, joining a contract after it is awarded requires the authorization of the chief executive officer;

WHEREAS the contract covers the period of December 1, 2025, to November 30, 2030 (60 months), including two (2) 12-month renewal periods;

WHEREAS the value of the contract for 60 months is estimated at \$200,000.00;

WHEREAS the Executive Committee recommends with resolution E-25/26-20 that Council authorize the WQSB to participate in the contract for purchasing office supplies through the Centre d'acquisitions gouvernementales du Québec program, and authorize the Director General to sign this contract;

IT WAS MOVED by Parent-Commissioner Bouchard and seconded by Commissioner Cornforth that, as recommended by the Executive Committee, Council authorize the WQSB to participate in the contract for purchasing office supplies through the Centre d'acquisitions gouvernementales du Québec program, and that the Director General be authorized to sign all related documents.

Carried unanimously

C-25/26-27

Authorization for Finalizing the Land Transfer Agreement Between the Diocese of Pembroke and the WQSB

WHEREAS Resolution C-20/21-139 authorizes the signing of the agreement between the Diocese of Pembroke and the Western Quebec School Board (WQSB);

WHEREAS a notarized contract is required to finalize the agreement;

IT WAS MOVED by Commissioner McCrank and seconded by Commissioner Garner that the Secretary General, Mr. Eldon Keon, be authorized to sign all necessary documents to complete the land transfer.

Carried unanimously

C-25/26-28

School Zone Request – Boulevard Alexandre-Taché

WHEREAS a letter was sent to Director General Singfield by Daniel Feeny, President of the Association du quartier Millar-Hadley, in which Mr. Feeny expressed concern regarding the traffic volume on Boulevard Alexandre-Taché between rue Hanson and the railway crossing;

WHEREAS Mr. Feeny states that the safety of students, parents, and residents who travel through the neighborhood on a daily basis has become an urgent concern;

WHEREAS Mr. Feeny states that the Association which he represents believes that a "clear and official school corridor, with a speed limit of

30 km/h, is an essential measure to reduce the risk of accidents and ensure peace of mind for families”;

WHEREAS Mr. Feeny states that the Association which he represents has made previous requests to the City of Gatineau to acknowledge the school corridor with a 30 km/hour speed limit, all of which have not been granted;

IT WAS MOVED by Commissioner Bélanger and seconded by Commissioner Garner that the Western Quebec School Board Council of Commissioners write a letter to the City of Gatineau, requesting that a speed limit of 30 km/hour be implemented on **Boulevard Alexandre-Taché** between rue Hanson and the railway tracks, as proposed by Mr. Danny Feeny.

For: 13
 Abstention: 1 – Bouchard
 Against: 0
 Motion Carried

C-25/26-29

Derogation Request to Purchasing Policy No. D-11 to Enter into a Mutual Agreement with Le Jardin Éducatif du Pontiac for the 2025-2026 School Year – Contract number #25560G002

WHEREAS the Western Quebec School Board wishes to enter into a mutual agreement contract with Le Jardin Éducatif du Pontiac for the 2025-2026 school year;

WHEREAS Le Jardin Éducatif du Pontiac is an independent community organization whose mission is to prevent school dropouts and social exclusion by offering alternative, complementary, educational, and psychosocial services to young people in the Pontiac Regional Municipality;

WHEREAS s. 6.4 – Mutual Agreement Contract – of the WQSB Purchasing Policy D-11 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 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 Le Jardin Éducatif du Pontiac has provided integrated and direct services for our students in the past and is the only firm that can provide this service to the WQSB in the Pontiac;

WHEREAS the annual value of the contract is \$100,000;

IT WAS MOVED by Parent-Commissioner Fortier and seconded by Parent-Commissioner Rhéault that Council approve the derogation request and enter into a mutual agreement contract with Le Jardin Éducatif du Pontiac to provide integrated services to students at the Western Quebec School Board for the 2025-2026 school year and mandate the Director General to submit Annexe 2 (LGCE) to the Conseil du trésor.

Carried unanimously

C-25/26-30

Audit Committee Report – August 25, 2025

IT WAS MOVED by Commissioner Cornforth and seconded by Commissioner Garner that Council acknowledge receipt of the Audit Committee Minutes of August 25, 2025.

Carried unanimously

Adjournment

The Chair adjourned the meeting at 9:25 p.m.