Province of Quebec
Western Quebec School Board

Minutes of the Council of Commissioners meeting held on September 29, 2026, in a hybrid format at 7:00 p.m.

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

REGRETS: Commissioner Brushey and Parent-Commissioner Fortier

PERSONNEL: Present at the meeting were also the Director General, Mr. P. Proulx; the Assistant Director General, Mr. E. Keon; the Secretary General, Ms. B. J. Glouzon; the Director of Finance, Ms. M. Lupien; the Directors of Education Ms. J. Dubeau and Mr. S. Aitken; the Director of Complementary Services, Ms. L. Falasconi; the Director of Material Resources & Information Technology, Mr. S. El Ouezzani; the Coordinator of Administrative Services, Mr. A. Gendron; and the Head of Administrative Management, Ms. R. Vincent.

Land Acknowledgment by Commissioner McCrank

Call to Order: 6:30 p.m.

C-26/27-4 Adoption of Agenda

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

Carried Unanimously

Public Participation

Debbie Brown of Quebec Home and School Association addressed the Council, showcasing the impact of parent engagement in supporting student success and vibrant school communities. Through advocacy, volunteerism, grants, and leadership development, QFHSA helps strengthen partnerships between families and schools. WQSB schools were encouraged to participate in the upcoming Roundtable and Leadership Training on October 17.

C-26/27-5 Adoption of Minutes

IT WAS MOVED by Commissioner Cornforth and seconded by Commissioner Bélanger that the minutes of a meeting held on June 30, 2026, be adopted as circulated.

Carried Unanimously

C-26/27-6 Adoption of Minutes

IT WAS MOVED by Commissioner Garner and seconded by Commissioner Green that the minutes of a special meeting held on September 22, 2026, be adopted as circulated.

2 abstentions – Moore
Against: 0
For: 11
Motion Carried

Chair's Report

Chair Labadie gave her Oral report; the following topics were discussed

- Welcomed Commissioners, staff, students, and families back for the 2026-2027 school year and thanked staff for their efforts in preparing schools for a successful reopening.
- Acknowledged upcoming changes to Council membership, including new Parent Commissioners, departing members, and upcoming committee appointments.
- Shared key takeaways from the Canadian School Boards Association conference, including sessions on leadership, reconciliation, and trauma-informed governance.
- Announced plans to invite a guest speaker to present on trauma-informed governance to WQSB Commissioners.
- Encouraged ongoing professional development opportunities, including the 2028 CSBA Conference in Quebec City.
- Recognized the National Day for Truth and Reconciliation and reaffirmed the role of education in promoting understanding, respect, and reconciliation.

C-26/27-7 Extension of Meeting Time – 30 minutes

IT WAS MOVED by Commissioner Goldsbrough and seconded by Parent-Commissioner James to extend the meeting for 30 minutes.

Carried unanimously

C-26/27-8 Extension of Meeting Time – 30 minutes

IT WAS MOVED by Commissioner Goldsbrough and seconded by Commissioner Richard to extend the meeting by 30 minutes.

Carried unanimously

DG Report

Director General P. Proulx spoke on his 12-page written report; topics addressed were:

- Reported that all administrative positions and 99.9% of teaching positions have been filled, with only one youth sector vacancy currently covered by a supply teacher and ongoing recruitment efforts for a part-time vocational training teacher.
- Highlighted professional learning opportunities and support programs designed to assist staff development and the successful integration of new employees.

- Addressed the ongoing transportation deficit and the growing demand for specialized transportation services despite stable funding levels.
- Announced the start of preliminary work on the 2027-2032 Strategic Plan, with consultations planned involving staff, unions, parents, students, community partners, and commissioners.
- Proposed a Council working session on November 7 to welcome new Parent Commissioners, review roles and responsibilities, and begin strategic planning discussions.
- Presented a proposal to establish a monthly Caucus meeting to strengthen communication between the Administration and the Council of Commissioners and provide greater context on key decisions and resolutions.
- Noted that the first proposed Caucus would include a detailed review of the 2026-2027 budget and its financial considerations.
- Introduced a proposed annual committee meeting schedule, including rotating meetings for Transportation, Human Resources, Indigenous Education, Audit, and Governance and Ethics Committees.
- Emphasized that fixed meeting dates and clearly defined committee mandates would improve coordination, planning, attendance, and informed decision-making.

Presentations

Dr. Sabrina Jafralie, Equity and Inclusion Consultant, presented the annual Equity and Inclusion Report to the Council. The report provided an overview of key achievements, ongoing initiatives, and priorities for the 2026-2027 school year. The following items were discussed:

- Presented the 2025-2026 Equity, Diversity, Inclusion, Anti-Racism, and Anti-Discrimination (EDI-ARAD) progress and outlined priorities for 2026-2027 under the theme of Building Belonging.
- Highlighted key achievements, including community engagement, professional learning opportunities, school-based collaboration, and the development and adoption of the WQSB Equity Framework.
- Emphasized the importance of using survey feedback and community input to identify barriers and strengthen inclusion, accessibility, and belonging across the organization.
- Reported that the Equity Framework is now actively being implemented through teacher involvement, professional development initiatives, and integration into school and departmental planning.
- Identified a continued focus on supporting Indigenous students, racialized students, students with disabilities or exceptionalities, and students from socioeconomically disadvantaged communities.
- Outlined next steps, including deepening learning on anti-racism and inclusive practices, monitoring progress through evidence-based measures, and adapting actions as needed.

- Reinforced the role of Commissioners in applying an equity lens to governance, policy development, strategic decision-making, and resource allocation.
- Concluded with a commitment to ensuring that WQSB's values of inclusion, accessibility, and belonging are reflected in the daily experiences of students, families, and staff.

Dodie Payne introduced a presentation by Susie Lehman and Matt McKechnie of NOSH (No Students Hungry), a student-led school food program operating at Hadley Junior High School and Philemon Wright High School. Key points discussed included:

- Students develop practical life, culinary, and employability skills through hands-on participation in meal preparation and food service operations.
- The program incorporates a school garden component that promotes food literacy, sustainability, and healthy eating habits.
- The introduction of the NOSH Card provides students with discreet access to meals, helping to reduce the stigma associated with food assistance.
- Program growth was highlighted, with daily meal service increasing from approximately 50-70 students to nearly 400 students.
- Presenters noted the program's positive impact on student engagement, confidence, inclusion, and sense of belonging within the school community.
- Opportunities to expand NOSH to additional WQSB schools were discussed, including the implementation of gardens, food programs, and meal services.
- Available funding sources and partnerships that support program growth and sustainability were reviewed.

C-26/27-9 **Executive Committee Report – June 22, 2026**

IT WAS MOVED by Commissioner Cornforth and seconded by Commissioner Bélanger that Council acknowledge receipt of the Executive Committee minutes of June 22, 2026.

Carried unanimously

C-26/27-10 **Group Buying Program – Centre d'acquisitions gouvernementales (CAG) – Telephone Link Services – 2027-8153-50**

WHEREAS the Western Québec School Board has the opportunity to participate in the group purchasing plan offered by the Centre d'acquisitions gouvernementales (CAG) for Telephone Link Services;

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 a period of 36 months, from May 1, 2027, to April 30, 2030, with 2 renewal options of 12 months each and a transition period of 12 months;

WHEREAS the estimated financial commitment for this contract with the options and the transition period is approximately $540,000.00, with an estimated expenditure of $90,000.00 per year;

WHEREAS the Executive Committee recommends with its resolution E-26/27-9 that Council authorize the Western Québec School Board to participate in the group purchasing plan and mandate the Centre d'acquisitions gouvernementales (CAG) to represent the Western Québec School Board in its tender process and subsequent contract for the acquisition of computers, laptops, monitors and tablets, and that the Director General be authorized to sign all necessary documents;

IT WAS MOVED by Commissioner Bouchard and seconded by Commissioner Green that, as recommended by the Executive Committee, Council authorize the Western Québec School Board to participate in the group purchasing plan and mandate the Centre d'acquisitions gouvernementales (CAG) to represent the Western Québec School Board in its tender process and subsequent contract for the acquisition of computers, laptops, monitors and tablets, and that the Director General be authorized to sign all necessary documents.

Carried Unanimously

C-26/27-11 **Group Buying Program – Centre d'acquisitions gouvernementales (CAG) – Digital Pedagogical Equipment – Qualified Goods – 2026-7542-50**

WHEREAS the Western Québec School Board has the opportunity to participate in the group purchasing plan offered by the Centre d'acquisitions gouvernementales (CAG) for Digital Pedagogical Equipment – Qualified Goods;

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 a period of 12 months, from March 1, 2027, to February 29, 2028;

WHEREAS the estimated financial expenditure for this contract is approximately $55,000.00 for the contract period;

WHEREAS the Executive Committee recommends, with its resolution E-26/27-10, that Council authorize the Western Québec School Board to participate in the group purchasing plan and mandate the Centre d'acquisitions gouvernementales (CAG) to represent the Western Québec School Board in its tender process and subsequent contract for the acquisition of computers, laptops, monitors and tablets, and that the Director General be authorized to sign all necessary documents.

IT WAS MOVED by Commissioner Richard and seconded by Commissioner Cornforth that, as recommended by the Executive Committee, Council authorize the Western Québec School Board to participate in the group purchasing plan and mandate the Centre d'acquisitions gouvernementales (CAG) to represent the Western Québec School Board in its tender process and subsequent contract for the acquisition of computers, laptops, monitors and tablets, and that the Director General be authorized to sign all necessary documents.

Carried Unanimously

C-26/27-12 **Policy B4 – Disposal of Obsolete Capital Equipment – Send to Committee for Revision**

WHEREAS the Executive Committee recommends with its resolution C26/27-11 that Council send Policy B-4 Disposal of Obsolete Capital Equipment to Committee for revision;

IT WAS MOVED by Commissioner Bouchard and seconded by Commissioner Goldsbrough that, as recommended by the Executive Committee, Council send Policy B-4 Disposal of Obsolete Capital Equipment to Committee for revision.

Carried Unanimously

C-26/27-13 **Deed of Establishment Pontiac Continuing Education Centre**

WHEREAS Council approved with its resolution C-25/26-72, the long-term relocation of the staff and students of the Pontiac Continuing Education Centre from the Dr. S.E. McDowell Elementary School building to the vacant facility located at 26 rue Leslie in Campbell's Bay;

WHEREAS the deed of Establishment for the Pontiac Continuing Education Centre needs to be revised to reflect this long-term relocation of the centre;

IT WAS MOVED by Commissioner McCrank and seconded by Commissioner Moore that Council approve the revised deed of Establishment for the Pontiac Continuing Education Centre.

Carried Unanimously

C-26/27-14 **Deed of Establishment for Onslow Elementary**

WHEREAS Council approved, with its resolution C-25/26-72, the temporary relocation of the staff and students at Onslow Elementary School to the McDowell Elementary School facility for the 2026–2027 academic year during the renovation of Onslow Elementary;

WHEREAS the deed of Establishment for Onslow Elementary needs to be revised to reflect this relocation for the 2026-2027 academic year;

IT WAS MOVED by Commissioner Goldsbrough and seconded by Commissioner Moore that Council approve the revised deed of Establishment for Onslow Elementary for the 2026-2027 academic year.

Carried Unanimously

C-26/27-15 **25510B022 - Pontiac High School - Generator Replacement**

WHEREAS the Western Québec School Board requires the replacement of the generator at Pontiac High School (PHS);

WHEREAS the estimated contract value of the project is $412,000.00;

WHEREAS the tender is scheduled to open on October 2, 2026, at 2:00 p.m.;

WHEREAS the project needs to be initiated following the opening of the tenders in order to allow sufficient time for the equipment to be delivered and some of the project expenditures to be incurred before March 31, 2027, allowing a portion of the project expenditures to be included in the 2026–2027 expenditure target;

IT WAS MOVED by Commissioner Moore and seconded by Commissioner McCrank that Council authorize the Director General, Mr. Pascal Proulx, to sign all tender documents and related documents required for the initiation of the project; and that the Director of Material Resources and Information Technology, Mr. Soufiane El Ouezzani, report the tender results to the Executive Committee and Council of Commissioners at their respective meetings in October 2026.

Carried Unanimously

C-26/27-16 **Appointment of the 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) took 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, by Resolution C-24/25-70 dated November 12, 2024, the Council of Commissioners designated Mr. Eldon Keon to this function;

WHEREAS, following administrative changes, it is recommended that Ms. Berthine Jean Glouzon, Secretary General, be designated as the person responsible for ethics and integrity for the Western Quebec School Board;

IT WAS MOVED by Commissioner Cornforth and seconded by Commissioner Killeen that Resolution C-24/25-70 dated November 12, 2024, be repealed, and that Ms. Berthine Jean Glouzon, Secretary General be appointed to serve as the person responsible for ethics and integrity for the Western Quebec School Board as stipulated in the Act.

Carried unanimously

C-26/27-17 **Designation of the Mandataire for the Office québécois de la langue française**

WHEREAS the Office québécois de la langue française provides that school organizations designate a mandataire responsible for supporting the application of the Charte de la langue française within the organization;

WHEREAS the mandataire serves as a liaison between the organization and the Office québécois de la langue française and supports compliance with the linguistic obligations applicable to the organization;

IT WAS MOVED by Commissioner Killeen and seconded by Commissioner Bouchard that Council designate the Secretary General, Ms. Berthine Jean Glouzon as the mandataire of the Office québécois de la langue française for the Western Québec School Board.

Carried Unanimously

C-26/27-18 **Designation of the Person Responsible for Access to Documents and the Protection of Personal Information**

WHEREAS the Western Quebec School Board is a school body within the meaning of section 6 of the *Act respecting Access to documents held by public bodies and the Protection of personal information* (CQLR, c. A-2.1);

WHEREAS section 8 of the Act provides that the person exercising the highest authority within a public body may delegate, in writing, the functions of the person responsible for access to documents and the person responsible for the protection of personal information to a member of management personnel;

WHEREAS, following administrative changes, it is recommended that Ms. Berthine Jean Glouzon, Secretary General, be designated as the person responsible for access to documents and the person responsible for the protection of personal information for the Western Quebec School Board;

IT WAS MOVED by Commissioner Killeen and seconded by Commissioner Richard that Council designate the Secretary General Ms., Berthine Jean Glouzon as the Person Responsible for Access to Documents and the Protection of Personal Information for the organization, with all powers and responsibilities assigned to that function under the *Act respecting Access to documents held by public bodies and the Protection of personal information* (CQLR, c. A-2.1).

Carried Unanimously

C-26/27-19 **Appointment of a Complaints Officer**

WHEREAS section 24 of the *Act respecting the National Student Ombudsman* stipulates that the person in charge of processing complaints is designated from among the Board's personnel by the Council of Commissioners;

WHEREAS, by Resolution C-23/24-19 dated September 26, 2023, the Council of Commissioners designated Mr. Eldon Keon to this function;

WHEREAS, following administrative changes, it is recommended that Ms. Berthine Jean Glouzon, Secretary General, be designated as Complaints Officer for the Western Quebec School Board;

IT WAS MOVED by Commissioner Goldsbrough and seconded by Commissioner Bouchard that Resolution C-23/24-19 dated September 26, 2023, be repealed, and that Ms. Berthine Jean Glouzon, Secretary General; be appointed as Complaints Officer for the Western Québec School Board.

Carried Unanimously

C-26/27-20 **Designation of the Responsable de l'application des règles contractuelles (R.A.R.C.)**

Commented [RV1]: Rescinded by Resolution C-26/27-63

WHEREAS, pursuant to section 21.0.1 of the Act respecting contracts of public bodies, the Western Quebec School Board must designate a Responsible de l'application des règles contractuelles (Contract Rules Compliance Monitor);

WHEREAS, by Resolution C-23/24-17 dated September 26, 2023, the Council of Commissioners designated Mr. Eldon Keon to this function;

WHEREAS, following administrative changes, it is recommended that Mr. Pascal Proulx, Director General, be designated to this function;

IT WAS MOVED BY Commissioner Bouchard and seconded by Commissioner Killeen that, Resolution C-23/24-17 dated September 26, 2023, be repealed and that Mr. Pascal Proulx be designated as the Contract Rules Compliance Monitor (RARC) of the Western Quebec School Board.

Carried Unanimously

C-26/27-21 **Rescission of Policy C-26 (Administration of Medication)**

WHEREAS the Council of Commissioners adopted Policy C-34 (Medical Health and Safety) at its June 30, 2026, meeting by Resolution C-25/26-158;

WHEREAS the subject matter addressed in Policy C-26 has been incorporated into Policy C-34 (Medical Health and Safety);

WHEREAS Policy C-34 supersedes Policy C-26 and provides the current framework governing these matters;

IT WAS MOVED by Commissioner Moore and seconded by Parent-Commissioner James that, Policy C-26 – *Administration of Medication* be rescinded in its entirety, effective immediately.

Carried Unanimously

C-26/27-22 **Amendment to By-Law 56; 2026-2027 Executive Meeting Time**

IT WAS MOVED by Commissioner Bouchard and seconded by Commissioner Killeen that the following By-Law be amended to reflect the new start time of 6:00 p.m.:

By-Law 56 – 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 2026-2027.

Carried Unanimously

C-26/27-23 **Commissioner's Remuneration Distribution for The School Year 2026-2027**

WHEREAS *Décret 1249-2026* sets the maximum remuneration for Council members;

WHEREAS the *Décret* authorizes the use of the taxation envelope to remunerate the commissioners up to a maximum amount of $146,710 based on the following calculation:

12 elected members of Council and 4 Parent Commissioners multiplied by $5,307	$84,912
Executive Committee Members (up to 7) multiplied by $5,271	$36,897
Fixed amount	$16,601
4 wards at 75km+ from central office multiplied by $2,075	$8,300

WHEREAS distribution of 2/3 of the amount representing $97,807 for the remuneration will be set as follows:

Base amount by elected members of Council and Parent Commissioners	$3,600
Additional amount for the Chair of the Council	$9,000
Additional amount – Vice Chair of the Council	$2,500
Additional amount – for a member of the Executive Committee	$2,500
Additional amount for a member of the Audit Committee	$700
Additional amount for a member of the Governance and Ethics Committee	$700
Additional amount for a member of the Human Resources Committee	$500
Additional amount for a member of the WQSB Transport Committee	$500
Additional amount for a member of the Indigenous Committee	$500
Additional amount for a member of the Discipline Committee	$500

WHEREAS 1/3 of the amount representing $48,903 will be kept for travel and accommodation reimbursements following the authorization of the expenditure by the Council of Commissioners;

WHEREAS a detailed monthly report will be provided;

IT WAS MOVED by Commissioner Bélanger and seconded by Commissioner Killeen that Council approved the distribution of the Commissioner's renumeration for the school year 2026-2027.

Carried Unanimously

C-26/27-24 **Ratification of Decision: Commissioner Reimbursement for Attendance at the Canadian School Board Association Conference**

WHEREAS the Council approved reimbursement of expenses for the Chair's attendance at the Canadian School Board Association Conference, held in Whistler, British Columbia, from July 5 to 8, 2026, through Resolution C-25/26-67, to a maximum of $3,000.00;

WHEREAS unforeseen circumstances, including increased travel demand associated with the FIFA World Cup, resulted in actual reimbursable expenses exceeding the approved estimate by $508.84;

WHEREAS the reimbursement was processed in accordance with Policy D-1, *Travel, Accommodation and Representation Expenses*;

WHEREAS the costs of the transportation and the hotel were higher than anticipated;

IT WAS MOVED by Commissioner McCrank and seconded by Commissioner Goldsbrough that Council acknowledge that the actual reimbursable cost of the Chair's attendance at the Canadian School Board Association Conference, held from July 5 to 8, 2026, was $3,508.84, representing an increase of $508.84 over the amount approved in Resolution C-25/26-67.

Carried Unanimously

C-26/27-25 Audit Committee Report – June 22, 2026

IT WAS MOVED by Commissioner Giannakoulis and seconded by Commissioner Cornforth that Council acknowledge receipt of the Audit Committee Minutes of June 22, 2026.

Carried Unanimously

C-26/27-26 Audit Committee Report – September 12, 2026

IT WAS MOVED by Commissioner Giannakoulis and seconded by Commissioner Cornforth, that Council acknowledge receipt of the Audit Committee Minutes of September 12, 2026.

Carried Unanimously

Adjournment

The Chairperson adjourned the meeting at 9:14 p.m.