



Approved minutes of the regular meeting of the Council of Commissioners of the Central Québec School Board held on Wednesday, June 16, 2021 at 7 p.m. by videoconference.

Present:	Isabel Béland	Parent Commissioner
	Stephen Burke	Chairman
	Heather Clibbon	Commissioner
	Debbie Cornforth	Parent Commissioner
	David Eden	Commissioner
	Christian Falle	Parent Commissioner
	Debbie Ford-Caron	Commissioner
	Jason Kilganan	Parent Commissioner
	Cameron Lavallee	Commissioner
	Ian O’Gallagher	Commissioner
	Esther Paradis	Commissioner
	France Pedneault	Commissioner
	Stephen Pigeon	Director General
	Jean Robert	Vice-Chairman
	Jo Rosenhek	Commissioner
	Jo-Ann Toulouse	Commissioner
Absent:	Chantal Guay	Commissioner
In Attendance:	Guyline Allard	Director of Financial Services
	Stéphane Lagacé	Director of Educational Services
	Yves Lambert	President, CQTA
	Nancy L’Heureux	Director of Human Resources, Assistant Director General
	Melanie Simard	Recording Secretary

21-06.01 **Call to Order**

The Chairman called the meeting to order at 7:01 p.m.

21-06.02 **Approval of the Agenda**

It was MOVED by F. Pedneault, SECONDED by D. Cornforth and unanimously RESOLVED; THAT the agenda be approved with the addition of the following item:

Item 10. n) Motion to Support Secondary School Teams Regarding Proms.

21-06.03 **Public Question Period**

There were no questions.

21-06.04 **Question Period for Students**

No students were present.

21-06.05 **Correspondence from Students**

No correspondence was received.

21-06.06 **Approval of the minutes of the regular meeting held on May 12, 2021**

It was MOVED by E. Paradis, SECONDED by D. Ford-Caron and RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Wednesday, May 12, 2021 be accepted as presented.

Commissioner J. Kilganan abstained from voting.

21-06.07 **Business Arising from the Minutes**

There was no business arising from the minutes.

21-06.08 **Report from the Chairman**

The Chairman provided a report to the Commissioners on the following items:

- QESBA Executive Committee – May 19
- QESBA Board of Directors - May 28
- Letter to the Class of 2021 – May 30
- Agenda Meeting – June 4
- TEAMS Meeting with Sylvain Gaudreault, MNA for Saguenay – June 7
- Special LRAC Meeting – June 9
- CQSB Audit Committee Meeting – June 16

J. Rosenhek
arrived at 7:09
p.m.

21-06.09 **Director General's Report**

The Director General formally addressed the Council and provided a report on the following items:

- a) Update from Educational Services
- b) Summer School
- c) Monthly COVID-19 Update
- d) Negotiations Update
- e) Labour Relations Committees
 - i. Senior Staff of Service – Directors, Coordinators and Management Staff
 - ii. Senior Staff of Schools and Centre – Principals
 - iii. Teachers
 - iv. Professionals
 - v. Support Staff

21-06.10

New Business

a) Modification to the Organizational Structure (adoption)

WHEREAS, on May 12, 2021, pursuant to a recommendation from the Executive Committee, the Council of Commissioners accepted in principle, for consultation purposes, a draft modified Organizational Chart;

WHEREAS the document was sent to the Central Québec Association of Administrators (CQAA) and to the Central Québec local chapter of the *Association québécoise des cadres scolaires (AQCS)* for consultation;

WHEREAS the feedback received by both groups was presented to the Council on June 16, 2021;

It was MOVED by C. Lavallee, SECONDED by J.-A. Toulouse and unanimously RESOLVED, THAT the revised Organizational Chart of the Central Québec School Board be accepted as in **Appendix 1** to the minutes.

b) By-Law Regarding the Day, Time and Place of Regular Meetings (adoption)

WHEREAS section 162 of the Education Act indicates that the Council of Commissioners must adopt a by-law concerning the day, time and place of its regular meetings;

WHEREAS section 392 of the Education Act stipulates that public notice must be given before the adoption of a by-law;

It was MOVED by D. Cornforth, SECONDED by F. Pedneault and RESOLVED; THAT pursuant to section 162 of the Education Act, the 2021-2022 school year regular meetings of the Council of Commissioners be held at 7:00 p.m. at the Board Office or by virtual means on the following dates:

- Wednesday, September 8, 2021
- Wednesday, October 20, 2021
- Wednesday, November 10, 2021
- Wednesday, December 15, 2021
- Wednesday, January 19, 2022
- Wednesday, February 16, 2022
- Wednesday, March 23, 2022
- Wednesday, April 20, 2022
- Wednesday, May 18, 2022
- Wednesday, June 15, 2022.

Commissioner E. Paradis voted against.

21-06.10

New Business (continued)

c) Delegation of Authority for Summer Months

WHEREAS it may be necessary for decisions to be made and documents signed during the summer months when no meetings of the Council of Commissioners are scheduled;

It was MOVED by J. Kilganan, SECONDED by E. Paradis and unanimously RESOLVED; THAT the Director General or the Part-Time Assistant Director General, in collaboration with the Chairman or the Vice-chairman, be authorized to make all necessary decisions during the summer months (June 17, 2021 - September 7, 2021); and

THAT the Director General or the Part-Time Assistant Director General and the Chairman or the Vice-chairman be authorized to sign all documents pertaining to contracts to be concluded during the summer months, within the adopted budget; and

THAT the Director General report to the Council of Commissioners at the September 8, 2021 regular meeting.

d) Hiring of a General Contractor: MacLean Memorial School - Building Extension

This item was tabled to the next meeting.

e) Hiring of a General Contractor: Holland Elementary School - Restoration of Back Entrance

This project has been postponed to next year.

f) Janitorial Contract - MacLean Memorial School

WHEREAS a public call for tenders for janitorial services for MacLean Memorial School for the 2021-2022 to 2023-2024 school years was published on May 6, 2021 with tender documents to be submitted by June 9, 2021;

WHEREAS only one tender submitted contained the required documents and met the criteria established in the qualitative analysis, therefore the envelope containing the tender was opened;

WHEREAS it is recommended that the tender be accepted as it met the requirements and specifications;

21-06.10

New Business (continued)

f) Janitorial Contract – MacLean Memorial School (continued)

It was MOVED by J. Rosenhek, SECONDED by H. Clibbon and unanimously RESOLVED; THAT the Central Québec School Board award the contract for janitorial services for MacLean Memorial School (159, 5e Avenue, Chibougamau, QC G8P 2E6) for the 2021-2022 to 2023-2024 school years to Maintenance Eureka Ltée (754 rue Notre-Dame est, bureau 203, Thetford Mines, QC G6G 2S7) in the amount of \$229,655.43 (*taxes not included*); and

THAT the Director General be authorized to sign the contract on behalf of the School Board.

g) Janitorial Contract – Three Rivers Academy and Shawinigan High School

WHEREAS a public call for tenders for janitorial services for Three Rivers Academy and Shawinigan High School for the 2021-2022 to 2023-2024 school years was published on May 6, 2021 with tender documents to be submitted by June 9, 2021;

WHEREAS a selection committee met on June 15, 2021 to evaluate the tenders and recommend that the lowest tender be accepted as it met the requirements and specifications;

It was MOVED by C. Falle, SECONDED by F. Pedneault and unanimously RESOLVED; THAT the Central Québec School Board award the contract for janitorial services for Three Rivers Academy (1875, rue Nicolas-Perrot, Trois-Rivières, QC G9A 1C5) and Shawinigan High School (1125, avenue des Cèdres, Shawinigan, QC G9N 1P7) for the 2021-2022 to 2023-2024 school years to Maintenance Eureka Ltée (754 rue Notre-Dame est, bureau 203, Thetford Mines, QC G6G 2S7) in the amount of \$426,699.76 (*taxes not included*); and

THAT the Director General be authorized to sign the contract on behalf of the School Board.

21-06.10.1 New Business (continued)

- h) Janitorial Contract – Everest Elementary School, Portneuf Elementary School, St. Vincent School, Valcartier Elementary School, Dollard-des-Ormeaux School, St. Patrick’s High School, Eastern Québec Learning Centre and A.S. Johnson Memorial School

WHEREAS a public call for tenders for janitorial services for Everest Elementary School, Portneuf Elementary School, St. Vincent School, Valcartier Elementary School, Dollard-des-Ormeaux School, St. Patrick's High School, Eastern Québec Learning Centre and A.S. Johnson Memorial School for the 2021-2022 to 2023-2024 school years was published on May 6, 2021 with tender documents to be submitted by June 9, 2021;

WHEREAS a selection committee met on June 15, 2021 to evaluate the tenders and recommend that the lowest tender be accepted as it met the requirements and specifications;

It was MOVED by I. O’Gallagher, SECONDED by J.-A. Toulouse and unanimously RESOLVED; THAT the Central Québec School Board award the contract for janitorial services for Everest Elementary School (2280, rue Laverdière, Québec, QC G1P 2T3), Portneuf Elementary School (35, rue Richard, Cap-Santé, QC G0A 1L0), St. Vincent School (995, rue Wolfe, Québec, QC G1V 3J9), Valcartier Elementary School (2224, boulevard Valcartier, St-Gabriel-de-Valcartier, QC G0A 4S0), Dollard-des-Ormeaux School (18, rue Ladas, Shannon, QC G3S 0B8), St. Patrick's High School (75, rue Maisonneuve, Québec, QC G1R 2C4), Eastern Québec Learning Centre (3005, rue William Stuart, Québec, QC G1W 1V4) and A.S. Johnson Memorial School (919, rue Mooney Ouest, Thetford Mines, QC G6G 6H3) for the 2021-2022 to 2023-2024 school years to Derko Ltée (3020 rue Einstein, Québec, QC G1X 4B3) in the amount of \$2,185,040.00 (*taxes not included*); and

THAT the Director General be authorized to sign the contract on behalf of the School Board.

- i) Selection of Contractor for the Preventive Maintenance Program 2021-2024

WHEREAS the Central Québec School Board had reserved a part of their budget for the Preventive Maintenance Program;

WHEREAS a public call for tenders for general contractors was placed on SEAO (*Système électronique des appels d’offres du gouvernement du Québec*) on May 3, 2021 and the envelopes were opened on June 10, 2021;

21-06.10

New Business (continued)

i) Selection of Contractors for the Preventive Maintenance Program 2021-2024 (continued)

WHEREAS the Coordinator of Buildings and Equipment has recommended that the lowest tenders be accepted as they met the requirements and specifications of the project;

It was MOVED by J. Kilganan, SECONDED by D. Cornforth and unanimously RESOLVED; THAT the Central Québec School Board Council of Commissioners accept the lowest tenders (*taxes included*) that met the specifications for the Preventive Maintenance Program for the Schefferville region to Av-Tech (3386, boul. St-François, Jonquière, QC G7X 2W9), in the amount of \$74,245.11, for the Saguenay region to Pro Combustion inc. (1301, rue Manic, Chicoutimi, QC G7K 1G7), in the amount of \$6,246.14, for the Mauricie region to Multi-Énergie Best Inc.

(7975, boul. des Forges, Trois-Rivières, QC G8Y 1Z5), in the amount of \$30,104.00 and for the Québec and Thetford Mines regions to Av-Tech (2300, rue Léon-Hamel, bureau #101, Québec, QC G1N 4L2), in the amount of \$75,921.00; and

THAT the Director General be authorized to sign the contracts on behalf of the School Board.

j) Selection of Professionals: Riverside Regional Elementary School - Building Extension

WHEREAS the MEQ approved the building extension at Riverside Regional Elementary School in the summer of 2020;

WHEREAS plans and specifications were prepared and a public call for tenders for professionals was published on SEAO on April 20, 2021, and a selection committee met on June 4, 2021, to open and evaluate the envelopes;

WHEREAS the selection committee has recommended that the following professionals be accepted as they met the requirements and specifications of the project;

21-06.10

New Business (continued)

i) Selection of Professionals: Riverside Regional Elementary School - Building Extension (continued)

It was MOVED by D. Ford-Caron, SECONDED by F. Pedneault and unanimously RESOLVED; THAT the Central Québec School Board's Council of Commissioners accept the following professionals that met the specifications for the Riverside Regional Elementary School building extension project (1750, rue Joule, Jonquière, QC G7S 3B3) as submitted by the architect firm, Ardoise + BGLA (50, Côte Dinan, Québec, QC G1K 8N6), and the engineering firm, EXP (5400, boul. des Galeries, bureau 205, Québec, QC G2K 2B4); and

THAT the Director General be authorized to sign the contracts on behalf of the School Board.

k) One-Year Transportation Contracts 2021-2022

It was MOVED by E. Paradis, SECONDED by C. Lavalée and unanimously RESOLVED; THAT the Central Québec School Board accept the following one-year transportation contracts for the 2021-2022 school year;

Transporter	Capacity	Territory	2021-2022(\$) Excluding Tax
Transport Marc Juneau	30 passengers (bus #530)	Ste-Catherine J-Cartier	52,360.46
Autobus Tremblay & Paradis	30 passengers (bus #141)	Ste-Catherine & St-Augustin	56,806.08
Autobus Charles A. Morton	1 bus & 1 minibus	Chibougamau	51,639.79
Société de Transport du Saguenay	5-rows (bus #614)	Alouette	48,012.14
Transport Marquis Inc.	12-rows (bus #750)	St-Malachie, St-Anselme	79,888.03

and

THAT the Director General be authorized to sign the contracts on behalf of the School Board.

21-06.10

New Business (continued)

l) Fiche de déclaration du dirigeant d'un organisme 2020-2021

WHEREAS the information contained in the authorization forms submitted by the Central Québec School Board to the *Secrétariat du Conseil du trésor* and published information on the electronic tendering system pursuant to the Act Respecting Contracting by Public Bodies (chapter C- 65.1) or the regulations, policies and directives made under this Act shall be the responsibility of the Central Québec School Board;

WHEREAS the Central Québec School Board's declaration certifies the reliability of data, information and explanations contained therein;

WHEREAS the Central Québec School Board has confirmed that there were no contracts above the \$105,700 public tender threshold that were awarded without going through the public tender process directly or through a purchasing group;

WHEREAS during this period, the Central Québec School Board maintained information and measures of reliable agreement with the compliance systems in contract management, the Act Respecting Contracting by Public Bodies as well as regulations, policies and guidelines made under this Act;

WHEREAS the Central Québec School Board declares that all required information has been forwarded to the *Secrétariat du Conseil du trésor*, pursuant to the directive on accountability in contract management of public agencies and that it and the information published on the electronic tendering system to tender for the period from April 1, 2020, to March 31, 2021, are reliable;

It was MOVED by J.-A. Toulouse, SECONDED by I. O'Gallagher and unanimously RESOLVED; THAT the Central Québec School Board's Council of Commissioners approve the *déclaration du dirigeant d'organisme*; and

THAT the Chairman be authorized to sign the declaration and submit it to the *Conseil du trésor* on behalf of the School Board.

m) CQSB Transportation Policy (adoption)

WHEREAS the Central Québec School Board's revised Transportation Policy was deposited for consultation purposes at the April 21, 2021, regular meeting;

WHEREAS the Transport Advisory Committee has recommended changes to certain sections;

21-06.10

New Business (continued)

m) CQSB Transportation Policy (adoption) (continued)

WHEREAS the appropriate consultation has taken place, and all agreed to the recommended changes;

It was MOVED by E. Paradis, SECONDED by C. Falle and unanimously RESOLVED; THAT the revised sections of the Transport Policy be adopted as in **Appendix 2** to the minutes.

n) Motion to Support Secondary School Teams Regarding Proms

WHEREAS a health emergency was declared on March 13, 2020 by the Government of Québec as a result of the COVID-19 pandemic;

WHEREAS all schools and our centre staff and administration had to, overnight, devise and implement alternate means of teaching our students remotely;

WHEREAS the teaching, professional and support staff adapted quickly to this new reality so that our students could still succeed despite this unprecedented health emergency;

WHEREAS the teaching, professional, and support staff has had to adapt over the last 15 months to ever-changing, fluid, complex, unpredictable and stressful circumstances;

WHEREAS throughout this difficult period, the teaching, professional, and support staff were able to deliver quality services to our students demonstrating genuine dedication and commitment, regardless of their own physical and mental health;

WHEREAS the last 15 months have taken a great toll on our teaching, professional, and support staff, and school administrators but despite this, the majority have worked relentlessly for the success of our students until the very end of the school year, which ends on June 30th next;

WHEREAS unfortunately, some staff members were not able to fulfill their professional duties due to mental health issues caused by this difficult situation;

WHEREAS despite the pandemic, our secondary schools have already organized graduation ceremonies respectful of the directives of the *Direction de Santé publique*, to celebrate the perseverance, resilience, dedication and success of all CQSB students;

21-06.10

New Business (continued)

n) Motion to Support Secondary School Teams Regarding Proms (continued)

WHEREAS the recent announcement by Premier Legault that schools would be able to organize proms after July 8th left our staffs in total disbelief given this huge undertaking asked of them, in such a short timeframe and over their well-deserved and much needed resting time;

WHEREAS this short timeframe and unrealistic logistical constraints would not allow for safe proms to be held;

WHEREAS these alternative graduation ceremonies to celebrate student success have already required schools to make significant financial commitments;

WHEREAS the risk of a surge in cases is still real and could promptly cancel any event without foreseeable notice, causing financial loss to organizers;

WHEREAS although the government's decision to allow parental attendance at graduation ceremonies may seem to be a positive suggestion, where numbers allow for it, these modifications represent insurmountable logistical challenges at this time of the year, while we are finishing the school year, preparing the beginning of the next one, running evaluation sessions, consolidating the learning of our students, dealing with regular work disruptions due to collective bargaining, and organizing a vaccination campaign;

WHEREAS the vast majority of our students have not received a first dose yet and will not likely have a second dose before the end of the Summer;

WHEREAS the health emergency is still in effect throughout the province where telework is still recommended by health officials and there are still students being tested for COVID-19 and asked to stay home;

WHEREAS the teaching staff's last day of work for the 2020-2021 school year is June 30th and the professional staff are busy working on the end-of-year transition to the next school year, and several support staff contracts are no longer in force from July 1st to the beginning of the new school year in August;

WHEREAS all employees need and deserve to rest after having lived through a crisis with unprecedented proportions and this for both their physical and mental health;

WHEREAS our school teams must be ready to support our staff and students in the Fall affected by 15 months of a pandemic;

21-06.10

New Business (continued)

n) Motion to Support Secondary School Teams Regarding Proms (continued)

WHEREAS the Central Quebec School Board Council of Commissioners is dedicated in graduating and qualifying its students but also has an obligation to protect the welfare of its greatest asset – the CQSB staff;

WHEREAS the Council of Commissioners wishes to confirm that it will not ask CQSB employees to organize proms for all the reasons stated above and in the spirit of the respect it has for its employees and to acknowledge the extraordinary work that they have done in the past 15 months;

WHEREAS the Central Quebec Teachers' Association informed the school board that it "sternly opposes" the organization of proms after July 8 as announced by the Premier;

WHEREAS the Central Quebec Support Staff Union – the UES 800 has contacted the school board to inform us that it will recommend to its members to NOT participate in any activity after June 30;

WHEREAS the CQSB Professionals' Union – the FPPE-CSQ will inform its members that "organization or attendance to a graduation or prom after June 30 is not recommended";

It was MOVED by S. Burke, SECONDED by D. Ford-Caron and RESOLVED; THAT for the 2020-2021 school year, the success, resilience and perseverance of our students will be celebrated only through graduation ceremonies and activities that will take place before June 30th and that there will be no proms organized by Central Quebec School Board staff; and

THAT we thank and recognize our employees for their outstanding dedication to their students; and

THAT we thank the parents for their continued collaboration and support; and

THAT the Chairman of the Council of Commissioners congratulates the graduates of the Class of 2021 for all their hard work, strength and perseverance in continuing to learn even during these unprecedented tough times that they had to live through to get to the end of one of their most important chapters in their lives, through a letter to be sent on behalf of the CQSB Council of Commissioners.

Commissioners C. Falle, I. Béland and E. Paradis abstained from voting.

21-06.11

Committee Reports

a) Executive Committee

No meeting was held.

b) Parents' Committee

A meeting was held on June 14, 2021. C. Falle specified that the Committee had received a presentation from Benoît Sévigny, Coordinator in Buildings & Equipment concerning construction projects in the schools. D. Cornforth mentioned that the CQSB Parent Committee has decided to withdraw their participation to the English Parent Committee Association. It was noted that Isabel Béland was at her last Council of Commissioners, after 18 years of dedicated service on the Governing Board of Dollard-des-Ormeaux and an elected Parent Commissioner since 2013, she will no longer have children attending a CQSB school. Mr. Burke commended her for her high rate of attendance to meetings and mentioned that her passion showed through the way she not only placed her own children, but all children at heart.

c) Special Needs Advisory Committee

A meeting was held on June 1, 2021. J. Kilganan made a report on the meeting, mentioning that they were all very grateful to have Mr. Stéphane Lagacé, Director of Educational Services at these meeting.

d) Transport Advisory Committee

No meeting was held.

e) Audit Committee

A meeting was held on June 16, 2021. J. Robert mentioned that the meeting was to allow the auditors to present their 2021-2022 audit plan.

f) Evaluation of the Director General

A meeting was held in-camera prior to the regular meeting.

g) Ethics and Governance Committee

No meeting was held.

21-06.11 **Committee Reports (continued)**

h) Human Resources Committee

No meeting was held.

i) Resource Allocation Committee

A meeting was held on May 20, 2021. G. Allard reported that the meeting was mostly to review the new measures for the next school year.

21-06.12 **Quebec English School Boards Association**

a) Report from the Board of Directors

A meeting was held on May 28, 2021. D. Ford-Caron provided a report to the Commissioners on the following items:

- Bill 40 Court Challenge
- ABEE Nominations (Advisory Board on English Education)
- School Board Elections
- CSBQ Congress 2021
- Heritage Grant Researcher
- QESBA's New Website Launch
- Freeze on QESBA Membership Fees 2021-2022
- High Speed Internet Access
- Bill 96
- Future Spring Conference

b) Report from Committees

No report was made.

21-06.13 **Next meeting**

The next regular meeting will be held on Wednesday, September 8, 2021.

21-06.14 **Question period**

a) Public

There were no questions.

21-06.14 **Question period (continued)**

b) **Commissioners**

There were no questions.

21-06.15 **In-camera session**

No in-camera session was held.

21-06.16 **Adjournment**

The meeting was ADJOURNED at 9:11 p.m. on a motion by I. Béland.

Stephen Pigeon
Director General

Stephen Burke
Chairman

Adopted on September 8, 2021.