

## Minutes of Executive Committee



Commission scolaire English-Montréal  
English Montreal School Board

<b>Meeting</b>	Regular Executive Committee Meeting		
<b>Date</b>	April 25, 2023	<b>Time</b>	5:37 p.m.
<b>Meeting Room</b>	Library of St. Pius X Culinary Institute	<b>Meeting Duration</b>	7 minutes
<b>Meeting Chair</b>	Mr. Joe Ortona	<b>Report Author</b>	Me Nathalie Lauzière

<b>Commissioners</b>			
<b>Members</b>	<b>Quorum: 4</b>	<b>Non Members</b>	
Joe Ortona, Chair	X	Mario Pietrangelo	X
Mario Bentrovato, Vice-Chair	X	Tony Speranza	X
Agostino Cannavino	X		
Maria Corsi	X		
Ellie Israel			
James Kromida			
Pietro Mercuri	X		

<b>Administrators</b>			
Nicholas Katalifos	X	Bob Thomas	X
Pelagia Nickoletopoulos	X	Mario Cardin	X
Me Jack H. Chadirdjian	X	Ann Watson	X
Me Nathalie Lauzière	X		
Brigida Sellato	X		

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Item	Description
1.	<p><u>Adoption of Agenda</u></p> <p>IT WAS MOVED BY MS. MARIA CORSI AND UNANIMOUSLY RESOLVED THAT the agenda be approved, as presented.</p> <p>Vote: 5-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E23-04-25-1</u></p>
2.	<p><u>Adoption of Minutes</u></p> <p><u>2.1 Regular Executive Committee Meeting held on March 28, 2023</u></p> <p>IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT the Minutes of the Regular Executive Committee meeting held on March 28, 2023, be approved as presented.</p> <p>Vote: 5-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E23-04-25-2.1</u></p>
3.	<p><u>Business Arising Out of Minutes</u></p> <p>None.</p>
4.	<p><u>Awarding of Construction Contract – P-2027 – Cedarcrest – Major Renovation Project</u></p> <p><b>WHEREAS</b> the Material Resource Department proceeded with a public call to tender at Cedarcrest Elementary School – Slab repairs and other asset maintenance works;</p> <p><b>WHEREAS</b> the tender was closed on April 20th, 2023, and the Material Resources Department has received three (3) electronic bids and one (1) sealed bid on the closing date, and the bids received were opened at the appointed time;</p> <p><b>WHEREAS</b> the timeline to complete the job is no later than August 27th, 2024;</p> <p><b>WHEREAS</b> the lowest bidder was found conform with the conditions stipulated in the tender documents;</p> <p><b>WHEREAS</b> the architect analyzed the bids and recommended that the contract be awarded to the lowest conforming bidder;</p> <p><b>WHEREAS</b> the Director of Material Resource Department supports the recommendation;</p> <p><b>WHEREAS</b> pursuant to By-Law No. 10 delegation of powers, Article 115, the awarding of a construction contract involving an expenditure of \$2,000,000 and more is subject to the approval of the Executive Committee;</p> <p>IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT the contract for the Slab repairs and other asset maintenance works Project in the Cedarcrest Elementary School be awarded to <b>IBE Group 9368-6616 Québec Inc.</b>, the lowest conforming bidder in the amount of \$4,960,000.00 before taxes and (\$5,702,760.00 with taxes);</p> <p>IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.</p> <p>Vote: 5-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E23-04-25-4</u></p>

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5. Awarding of Service Contract – P-2209 – Architect Firm Selection for Mountainview School – General Renovation Project

**WHEREAS** the Material Resources Department requires to select an architect firm for P- 2209 – Mountainview – General Renovation Project;

**WHEREAS** the Material Resources Department proceeded to a public tender for the Mountainview Project in accordance with the regulations respecting certain service contracts of public bodies, as per article 45, chapter V, which stipulates that every contract subsequent to the qualification of service providers is limited to qualified providers only and, if such a contract involves an expenditure equal to or above the public tender threshold, it must be awarded through a call for tenders open only to those providers;

**WHEREAS** the tender was closed on November 1, 2022 and the Material Resources Department did not receive any service offers on the closing date;

**WHEREAS** section 13(4) of the Act respecting contracting by public bodies in Quebec (C-65.1) permits direct contract negotiations with a service provider in specific cases, notably when a public call for tenders would not serve the public interest;

**WHEREAS** the public body must, at least 15 days before entering into a contract by mutual agreement, publish on the electronic tendering system (SEAO) a notice of intention allowing any service provider to express its interest in carrying out the contract;

**WHEREAS** in accordance with the Act respecting contracting by public bodies (C-65.1) section 13 (4), the Procurement Services published a notice of intention on SEAO (PS22-1204-AI/ SEAO 1672744) on December 13, 2022 to award this contract by mutual agreement with Rium Architect Inc.;

**WHEREAS** the notice of intent was closed on December 23, 2022, the Material Resources Department did not receive any request to express interest from the other qualified Architect firms;

**WHEREAS** the Procurement Division of Material Resources Department recommended the architect firm;

**WHEREAS** in accordance with the regulations on certain service contracts of public bodies under chapter C-65.1, article 23, professional fees are determined in accordance with the determined fees for professional services provided to the Government of Quebec by architects and engineers (C-65-1 r9 & r12);

**WHEREAS** pursuant to the chapter 9, Article 114.1 of By-Law No. 10 of the English Montreal School Board, the awarding of a service contract over \$250,000 is subject to the approval of the Executive Committee;

IT WAS MOVED BY MS. MARIA CORSI AND UNANIMOUSLY RESOLVED THAT, as recommended by Procurement Division of Material Resources Department, there be approved **RIUM Architecture Inc.** to be selected for P-2209 – Mountainview for the General Renovation Project;

IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.

Vote: 5-0-0, Adopted

Resolution #E23-04-25-5

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6. Awarding of Service Contract – PS23-0306 – Renewal of EMSB Employee and Family Assistance Program

**WHEREAS** the English Montreal School Board (EMSB) proceeded with a public Call for Tenders for the Employee and Family Assistance Program;

**WHEREAS** the Call for Tenders closed on April 6, 2023;

**WHEREAS** the Selection Committee met on April 20, 2023 to evaluate the two (2) applications received;

**WHEREAS** the Selection Committee retained the Service Provider who was the only bidder that submitted an acceptable tender following the quality evaluation as per the requirements of the Call for Tenders.

IT WAS MOVED BY MS. MARIA CORSI AND UNANIMOUSLY RESOLVED, as recommended by the Selection Committee, that the English Montreal School Board award the contract for the EMSB Employee and Family Assistance Program to **Telus (Lifeworks)** for a total amount of \$391,000.20 over 3 years, and THAT the Director General be authorized to sign the pertinent documents on behalf of the School Board.

Vote: 5-0-0, Adopted

Resolution #E23-04-25-6

7. CGTSIM – Group Purchasing Program for Tenders from March 1, 2024 to November 30, 2025

**WHEREAS** the Comité de gestion de la taxe scolaire de l’île de Montréal (CGTSIM) has invited school boards to indicate whether they wish to participate in the Group Purchasing Program for Tenders that will be issued from March 1, 2024 to November 30, 2025;

**WHEREAS** School Boards are required to indicate the specific product groups that they wish to participate in;

IT WAS MOVED BY MR. AGOSTINO CANNAVINO AND UNANIMOUSLY RESOLVED THAT the English Montreal School Board participates in the Comité de gestion de la taxe scolaire de l’île de Montréal Group Purchasing Program for Tenders that will be issued from March 1, 2024 to November 30, 2025 for the following product groups along with the proposed timelines.

March 1, 2024 to February 28, 2025	Hand Towels & Toilet Paper
	Garbage Bags
	Lighting Products
	Chemical & Sanitary Products
	Air Filters
	Sporting Goods & Equipment
	Office & School Furniture
	Work Uniforms & Safety Shoes
October 1, 2024 to September 30, 2025	Travel Agencies
	Toners & Cartridges
	Plastic Arts Supplies
December 1, 2024 to November 30, 2025	Winter Carpets
	Educational & Social Games Supplies

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	<p>IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.</p> <p>Vote: 5-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E23-04-25-7</u></p>
8.	<p><u>Request to Join Centre d'acquisitions gouvernementales (CAG) – Tender 2023-8111-50 – Biens et services de mobilité cellulaire</u></p> <p><b>WHEREAS</b> the Centre d'acquisitions gouvernementales (CAG) will be conducting public tender no. 2023-8111-50 to acquire new cellular telephones and their voice and data plans;</p> <p><b>WHEREAS</b> the Conseil du Trésor has decreed that all acquisitions of cellular telephones and their voice and data plans be made through the CAG;</p> <p><b>WHEREAS</b> the English Montreal School Board wishes to participate in this call for tender to award a contract for a period of 5 years, from October 21, 2023 to October 20, 2028;</p> <p><b>WHEREAS</b> it is estimated that the annual purchase cost of new cellular devices and voice/data plans is of \$140,000.00, before taxes, totaling an amount of \$700,000.00 (before taxes), for the term of 5 years;</p> <p>IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT the English Montreal School Board participates in the Centre d'acquisitions gouvernementales Tender no. 2023-8111-50 to acquire new cellular telephones and the necessary voice and data plans;</p> <p>IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.</p> <p>Vote: 5-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E23-04-25-8</u></p>
9.	<p><u>Request to Join Centre d'acquisitions gouvernementales (CAG) – Tender 2023-7551-01 – Cartons of Milk</u></p> <p><b>WHEREAS</b> the Centre d'acquisitions gouvernementales (CAG) will be conducting public tender no. 2023-7551-01 to acquire cartons of milk;</p> <p><b>WHEREAS</b> the English Montreal School Board wishes to participate in this call for tender to award a contract for a period of 2 years, from July 1, 2023, to June 30, 2025, with an option of 1 additional year;</p> <p><b>WHEREAS</b> it is estimated that the annual purchase of cartons of milk is 1 077 603 units;</p> <p><b>WHEREAS</b> Procurement Services was consulted;</p> <p><b>WHEREAS</b> a resolution from the Executive committee is required to authorize the School Board to join a group purchasing tender;</p> <p><b>WHEREAS</b> the CAG invited the organization to send it their mandate by March 22, 2023;</p>

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	<p><b>WHEREAS</b> Council of Commissioners delegates its powers to the Director General, as per section 13 of By-Law 10, to take any measure requiring immediate action, including continued functioning of the School Board's establishments when the urgency of the situation or the real impossibility of acting justifies it in the circumstances;</p> <p><b>WHEREAS</b> School Organization submitted the mandate to the approval of the Director General to respect the deadline of March 22, 2023;</p> <p><b>WHEREAS</b> Procurement Services sent the acceptance to participate to the mandate with a MENTION specifying that the mandate is conditional on obtaining the authorization from the Executive Committee of the EMSB;</p> <p><b>WHEREAS</b> the CAG requires that the organizations send him the confirmation of final acceptance to participate to the mandate during the tender period, i.e. in April 2023;</p> <p>IT WAS MOVED BY MR. AGOSTINO CANNAVINO AND UNANIMOUSLY RESOLVED THAT the English Montreal School Board participates in the Centre d'acquisitions gouvernementales Tender no. 2023-7551-01 to acquire cartons of milk;</p> <p>IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.</p> <p>Vote: 5-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E23-04-25-9</u></p>
10.	<p><u>Other Business</u></p> <p>None.</p>
11.	<p><u>Adjournment</u></p> <p>IT WAS MOVED BY MR. AGOSTINO CANNAVINO AND UNANIMOUSLY RESOLVED to adjourn the meeting at 5:44 p.m.</p> <p>Vote: 5-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E23-04-25-11</u></p>

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Mr. Joe Ortona, Chair

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Me Nathalie Lauzière, Secretary General