



Minutes of Executive Committee

Meeting	Executive Committee		
Date	September 25, 2019	Time	3:00 p.m.
Meeting Room	Charles Bancroft Room	Meeting Duration	64 minutes
Meeting Chairman	Mr. James Kromida	Report Author	Me N. Lauzière

Commissioners			
Members	Quorum: 4	Non Members	
Kromida, James, Chairman	X	Antal, Mordechai	
Ortona, Rosario, Vice-Chairman	X	Cannavino, Agostino	
Lalla, Joseph	X	Feldman, Julien	
Mancini, Angela	X Phone	Gharibian, Norm	X 3:32 p.m.
Mercuri, Pietro	Regrets	Lattanzio, Patricia	
Ortona, Joe	X	Lo Bianco, Sylvia	
Praw, Bernie	Regrets	Mughal, Mubeenah	
		Ross, Andrew	

Administrators			
Matheson, A. M.	X	Watson, A.	X
Duhême, B. Me	X	Spyridakos, C.	
Alfonsi, E.	X	Léveillé, S.	
Lauzière, N.	X	Charalambos, T.	
Nickoletopoulos, P.		Guechi, Z.	
Pevec, J.		Drouin, Marie-Claude	X
Cardin, M.	X	Nguyen, Diana	X
Spagnolo, A.			
Furfaro, A.			
Lewis, L.			
Nassivera, L.	X		
Roy, L.	X		



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Item	Description
1.	<p><u>Approval of Agenda</u></p> <p>IT WAS MOVED BY MR. J. ORTONA 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 #E19-09-25-1</u></p>
2.	<p><u>Adoption of Minutes of the Meeting held on August 28, 2019</u></p> <p>IT WAS MOVED BY MR. J. LALLA AND UNANIMOUSLY RESOLVED THAT the Minutes of the Executive Committee Meeting held on August 28, 2019 be approved as presented.</p> <p>VOTE: 5-0-0, ADOPTED</p> <p style="text-align: right;"><u>Resolution #E19-09-25-2</u></p>
3.	<p><u>Business Arising Out of Minutes</u></p> <p>None.</p>
4.	<p><u>Revised Loan of Service – Christine Denommée – Director – Human Resources</u></p> <p>WHEREAS the Quebec English School Board Association (QESBA) has requested the services of Ms. Christine Denommée, Director, Human Resources;</p> <p>WHEREAS, according to the customary arrangements governing the loan of service of personnel, Ms. Denommée be granted a 100% leave of absence with salary for the period commencing January 1st, 2019;</p> <p>WHEREAS QESBA will reimburse the Board the amount to cover the cost of a replacement including employees share of fringe benefits;</p> <p>WHEREAS the Director General and the Director of Human Resources be authorized to sign any documents related thereto;</p>



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	<p>IT WAS MOVED BY MR. J. LALLA AND UNANIMOUSLY RESOLVED THAT Ms. Christine Denommée be granted a leave of absence, from the English Montreal School Board, commencing January 1st, 2019, in order to be on loan of service, as requested by the Quebec English School Board Association (QESBA).</p> <p>VOTE: 4-0-1, ADOPTED (Ms. Mancini abstained)</p> <p style="text-align: right;"><u>Resolution #E19-09-25-4</u></p>
5.	<p><u>Director General's Report on Staffing Changes for the period of April 1st to June 30th, 2019</u></p> <p>IT WAS MOVED BY MR. R, ORTONA AND UNANIMOUSLY RESOLVED THAT, the Executive Committee approve the documentation submitted by the Director General pertaining to staff changes for the period of April 1st, 2019 to June 30th, 2019.</p> <p>VOTE: 5-0-0, ADOPTED</p> <p style="text-align: right;"><u>Resolution #E19-09-25-5</u></p>
6.	<p><u>Authorization to Issue a Call for Tender PS19-0907 – Drug Prevention Services</u></p> <p>WHEREAS the Administration has determined that five (5) Drug Prevention Counsellors are needed in order to provide adequate services to our high school students for the 2019-2020 school year;</p> <p>WHEREAS the Human Resources Department recently posted five (5) positions for Counsellors in Re-education (Drug Prevention Counsellors), as per the classification plan, and only filled two (2) of the positions;</p> <p>WHEREAS the EMSB will seek services from an external organization to help fill the remaining three (3) positions of Drug Prevention Counsellors for the 2019-2020 school year;</p> <p>WHEREAS the Act Respecting Contracting by Public Bodies requires school boards to proceed by means of a public call to tender for the procurement of goods or services in excess of \$100,000;</p> <p>WHEREAS the acquisition of goods or services between \$100,000 and \$500,000 requires final Executive Committee approval;</p> <p>WHEREAS the EMSB wishes to issue a public call to tender for drug prevention services for the 2019-2020 school year, beginning November 1st, 2019;</p> <p>IT WAS MOVED BY MR. J. LALLA AND UNANIMOUSLY RESOLVED THAT authorization be given to the Administration to proceed with the public call to tender for drug prevention services for the 2019-2020 school year;</p> <p>IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the following members be nominated to the Selection Committee to complete the evaluation process of the tenders received:</p>



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- Ann Watson, Director, Human Resources Department
- Julie René-de-Cotret, Assistant Director, Student Services
- Ludmilla Duplessis, Chef d'administration de programme, CIUSSS du Centre Ouest de Montréal, External Member
- George Demos, Selection Committee Secretary

VOTE: 5-0-0, ADOPTED

Resolution #E19-09-25-6

7. Awarding of Contracts

7.1 P-1907 – James Lyng – Architect Firm Selection – Roof Replacement, Heating Coils Upgrade Project

WHEREAS the Material Resources Department requires to select an architect firm for P-1907 – James Lyng – Roof Replacement, Heating Coils, Controls and Exits Upgrade Project from the qualified firms list as per resolution E19-06-26-4;

WHEREAS the Material Resources Department proceeded to a public tender for the James Lyng School 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 September 20, 2019, the Material Resources Department received four (4) sealed tenders on the closing date and the bids received were opened at the appointed time;

WHEREAS in accordance with the regulations respecting certain service contracts of public bodies, the EMSB must establish a selection committee as per article 43, chapter V to evaluate the offers received for the qualification section of the public call for tenders;

WHEREAS the Selection Committee met on September 23, 2019 to evaluate the four (4) applications received;

WHEREAS the Selection Committee retained one (1) architect firm, meeting the requirements of the qualitative criteria in the tender documents and obtaining the higher evaluation;

WHEREAS pursuant to Article 5 of By-Law No. 2, the awarding of a service contract in excess of \$100,000 but less than \$500,000 is subject to the approval of the Executive Committee;



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IT WAS MOVED BY MR. J. ORTONA AND UNANIMOUSLY RESOLVED THAT there be approved Cohlmeier Architecture Limitée firm with the higher evaluation to be selected for James Lyng School for the Roof Replacement, Heating Coils, Controls and Exits Upgrade 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 #E19-09-25-7.1

7.2 P-1909 – Administrative Building – Architect Firm Assignment – Parking, Garage and Interior Renovation Project

WHEREAS the Material Resources Department requires to select an architect firm for P-1909 – Administrative Building – Parking, Garage and Interior Renovation Project from the qualified firms list as per resolution E19-06-26-4;

WHEREAS the Material Resources Department proceeded to a public tender for the Administrative Building 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 September 20, 2019, the Material Resources Department has received three (3) sealed tenders on the closing date and the bids received were opened at the appointed time;

WHEREAS in accordance with the regulations respecting certain service contracts of public bodies, the EMSB must establish a selection committee as per article 43, chapter V to evaluate the offers received for the qualification section of the public call for tenders;

WHEREAS the Selection Committee met on September 23, 2019 to evaluate the three (3) applications received;

WHEREAS the Selection Committee retained one (1) architect firm, meeting the requirements of the qualitative criteria in the tender documents and obtaining the higher evaluation;

WHEREAS pursuant to Article 5 of By-Law No. 2, the awarding of a service contract in excess of \$100,000 but less than \$500,000 is subject to the approval of the Executive Committee;



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IT WAS MOVED BY MS. A. MANCINI AND UNANIMOUSLY RESOLVED THAT there be approved Chevalier Morales Architects Inc. firm with the higher evaluation to be selected for the Administrative Building for Parking, Garage and Interior 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 #E19-09-25-7.2

7.3 P-1904 – Gerald McShane School – Replacement of the Temporary Electrical Entrance Project

WHEREAS the Material Resource Department proceeded with an invitational tender at Gerald McShane School for Replacement of the Electrical Entrance Project;

WHEREAS the Material Resource Department has received two sealed and one electronic bid on the closing date, and the bid received was opened at the appointed time;

WHEREAS the timeline to complete the job is no later than October 21st, 2019;

WHEREAS the engineer effected the bid analysis and recommended that the contract be awarded to the second lowest bidder who conformed to the tender documents;

WHEREAS the Director of Material Resource Department supports the recommendation;

WHEREAS pursuant to Article 7 of By-Law No. 2, the awarding of a construction/renovation contract in excess of \$25,000 is subject to the approval of the Executive Committee;

IT WAS MOVED BY MR. R. ORTONA AND UNANIMOUSLY RESOLVED THAT the contract at Gerald McShane School for Replacement of the Electrical Entrance Project be awarded to **Mofax Électrique Ltée.**, the second lowest bidder who conformed to the tender documents in the amount of \$44,000.00 before taxes and (\$50,589.00 with taxes);

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 #E19-09-25-7.3



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7.4 Employee and Family Assistance Program

WHEREAS per resolution #19-08-28-4, 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 September 20, 2019;

WHEREAS the Selection Committee met on September 23, 2019 to evaluate the two (2) applications received;

WHEREAS the Selection Committees retained the Service Provider who submitted the lowest adjusted price, as per the requirements of the Call for Tenders;

IT WAS MOVED BY MR. J. LALLA 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 MORNEAU SHEPELL, and THAT the Director General be authorized to sign the pertinent documents on behalf of the School Board.

VOTE: 5-0-0, ADOPTED

Resolution #E19-09-25-7.4

8. P-1918 – Appointment of Members to the Selection Committee – Professional Firms

WHEREAS Materiel Resources Services will proceed with a public call for tenders (selection from the qualified list firms only) for external architectural and engineering firms in accordance with resolutions #E19-06-26-4 and #E19-06-26-5, the EMSB qualified a list of architect and engineering as required by by-law no. 2, Article 10 mandating administration to engage in a formal process to qualify professionals on a cyclical basis;

WHEREAS in accordance with the regulations respecting certain service contracts of public body, the EMSB must establish a selection committee as per article 43, chapter V to evaluate the offers received for the qualification section of the public call for tenders;

WHEREAS in accordance with the regulations respecting certain service contracts of public body, as per article 45, chapter V of the of public bodies, 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;

IT WAS MOVED BY MR. J. ORTONA AND UNANIMOUSLY RESOLVED THAT the following members be nominated to the Selection Committee to complete the evaluation process for the selection of qualified external architectural and engineering services:



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- Tina Russo, Project Manager, Material Resources
- Zoheir Guechi, Project Coordinator, Material Resources
- Jacques Fillion, External Member
- George Demos, Selection Committee Secretary

For the following project:

- P-1910- Bancroft- Roof refection, brick pointing and boiler replacement (architect)
- P-1911- Carlyle- Plumbing pipes replacement, boiler, controls and domestic water (Engineer)
- P-1912- Hampstead- Washroom renovation, lighting, Interior renovation and gymnasium upgrade (architect)
- P-1913- Laurent Hill- Brick, glass block and floor replacement, crawl space ventilation and roof refection (architect)
- P-1914- Parkdale- Classrooms, corridors and washrooms renovation, exits upgrade and crawl space plumbing replacement (architect)
- P-1915- Royal Vale- Major Interior renovation, fire alarm system upgrade and electrical boiler replacement (architect)
- P-1916- Lester B. Pearson- Ventilation upgrade phase 2, auditorium upgrade, fire curtain and exterior doors replacement, roof refection, exterior field renovation and paving (Engineer)
- P-1917- Rosemount- Intercom, basement corridor ceiling and grease trap replacement, glycol sprinklers system upgrade and lab renovation (architect)

VOTE: 5-0-0, ADOPTED

Resolution #E19-09-25-8

9. P-1903 – Addition of Project Management Firms – Capital Investment Projects

WHEREAS the Material Resources Department requires the acquisition of external professional project management firms for its capital investment projects;

WHEREAS as per resolution #E18-08-29-5, a public tender for the qualification of project management firms was issued and a selection committee was established for the selection of professionals in the aforementioned discipline;

WHEREAS the call for tenders to add to our database of professionals in project management closed on September 18, 2019;

WHEREAS the Selection Committee met on September 23, 2019 to evaluate the application received;



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	<p>WHEREAS the Selection Committee recommends to not retain the project management firm that submitted a bid as the requirements of the qualitative criteria in the tender documents were not met;</p> <p>IT WAS MOVED BY MR. R. ORTONA AND UNANIMOUSLY RESOLVED THAT, as recommended by the Selection Committee, there be no addition of project management firms to the existing database under the call for tenders P-1903.</p> <p>VOTE: 5-0-0, ADOPTED</p> <p style="text-align: right;"><u>Resolution #E19-09-25-9</u></p>
10.	<p><u>Report on Change Orders Approved by the Director General During the Summer</u></p> <p>Mr. Mario Cardin, Director of Material Services, presented the item for information.</p>
11.	<p><u>Report of Projects Approved by the Director General During the Summer</u></p> <p>Mr. Mario Cardin, Director of Material Services, presented the item for information.</p>
12.	<p><u>Motion to Move In Camera</u></p> <p>Mr. J. Lalla moved to go In Camera at 3.37 p.m., all members were in favor.</p> <p>VOTE: 5-0-0, ADOPTED</p> <p style="text-align: right;"><u>Resolution #E19-09-25-12</u></p> <p>12.1 <u>Verbal Update – ESCO Project</u></p> <p>Me Benoît Duhême, Assistant Director General, spoke to the item, for information.</p> <p>The Members of the Committee reconvened in Public at 4:04 p.m.</p>
13.	<p><u>Other Business</u></p> <p>None.</p>



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14.

Adjournment

IT WAS MOVED BY MR. R, ORTONA AND UNANIMOUSLY RESOLVED to adjourn the meeting at 4:04 p.m.

VOTE: 5-0-0 , ADOPTED

Resolution #E19-09-25-14

Mr. James Kromida, Chairman

Me Nathalie Lauzière, Secretary General