

## Minutes of Executive Committee



Commission scolaire English-Montréal  
English Montreal School Board

<b>Meeting</b>	Regular Executive Committee Meeting		
<b>Date</b>	February 27, 2024	<b>Time</b>	5:30 p.m.
<b>Meeting Room</b>	Laurence Patterson Room	<b>Meeting Duration</b>	9 minutes
<b>Meeting Chair</b>	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	Julien Feldman	X
Mario Bontrovato, Vice-Chair (TEAMS)	X		
Agostino Cannavino	X		
Maria Corsi			
Ellie Israel			
James Kromida	X		
Pietro Mercuri	X		

<b>Administrators</b>			
Nicholas Katalifos	X		
Pelagia Nickoletopoulos	X		
Me Jack H. Chadirdjian	X		
Me Nathalie Lauzière	X		
Brigida Sellato (TEAMS)	X		

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Item	Description
1.	<p><u>Adoption of Agenda</u></p> <p>IT WAS MOVED BY MR. PIETRO MERCURI 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 #E24-02-27-1</u></p>
2.	<p><u>Adoption of Minutes</u></p> <p><u>2.1 Regular Executive Committee Meeting held on January 23, 2024</u></p> <p>IT WAS MOVED BY MR. JAMES KROMIDA AND UNANIMOUSLY RESOLVED THAT the Minutes of the Regular Executive Committee meeting held on January 23, 2024, be approved as presented.</p> <p>Vote: 5-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E24-02-27-2.1</u></p>
3.	<p><u>Business Arising Out of Minutes</u></p> <p>None.</p>
4.	<p><u>Agreement with Collecto – Deployment of an Integrated Document Management Solution Based on M365</u></p> <p><b>WHEREAS</b> Collecto Services regroupés en éducation (hereinafter "Collecto") would like to offer the English Montreal School Board (hereinafter the "EMSB") an integrated document management (IDM) solution based on Microsoft 365 (M365) for the administrative documents of the Board covered by the Act respecting archives;</p> <p><b>WHEREAS</b> Collecto has developed a software agreement aimed at supporting organizations to optimize the document management to facilitate the identification of information and reduce delays of operation and thus increase productivity;</p> <p><b>WHEREAS</b> the advisory service offered by Collecto, both on the specificities of Quebec archives and with respect to information sciences and technologies, will make it possible to implement and then support a technological solution adapted to the reality of educational establishments;</p> <p><b>WHEREAS</b> Collecto is proposing a flat rate of \$40,000 for the pilot project package which includes a startup kit;</p> <p><b>WHEREAS</b> the cost of the whole project for the deployment of an integrated document management solution based on M365 is estimated at \$475,000, for a duration of approximately 5 years;</p> <p><b>WHEREAS</b> Collecto is a subsidiary of a public body as per paragraph 6.1 of the art 4 of the Act respecting contracting by public bodies (LCOP);</p> <p><b>WHEREAS</b> EMSB is a public body and Collecto is a subsidiary of a public body and, therefore, no public tender is required when two public bodies enter into a contract or an agreement;</p> <p><b>WHEREAS</b> Procurement Services was consulted;</p>

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	<p><b>WHEREAS</b> a resolution from the Executive committee is required to authorize the School Board to engage in this project agreement with Collecto;</p> <p>IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT the English Montreal School Board approves to enter in a mutual agreement with Collecto Services regroupés en éducation for the deployment of an integrated document management solution based on M365;</p> <p>IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the English Montreal School Board approves the pilot project package in the amount of \$40,000, including a startup kit from Collecto;</p> <p>IT WAS STILL 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 #E24-02-27-4</u></p>
5.	<p><u>Other Business</u></p> <p>None.</p>
6.	<p><u>Adjournment</u></p> <p>IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED to adjourn the meeting at 5:39 p.m.</p> <p>Vote: 5-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E24-02-27-6</u></p>

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Joe Ortona, Chair

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Me Nathalie Lauzière, Secretary General