

PROVINCE OF QUÉBEC
Western Québec School Board

Minutes of the **Council of Commissioners** meeting held on May 26, 2015 at the Western Québec School Board, 15 rue Katimavik, Gatineau, Québec, at 7:00 p.m.

PRESENT: Chairman Shea, Commissioners Brunke, Daly, Dionne, Egan, Garbutt, Guy, Labadie, Larventz, McCrank, Schaler, and Young (by videoconference), and Parent Commissioners Boucher, Fenton (by videoconference), and Lafond

Personnel:

Director of Student Services, B. Burn
Director of Human Resources, School Organization and Transportation, M. Dubeau
Director of Education, M. Lothian
Director of Buildings, Equipment, and Technology, P. Proulx

The Director General, P. Lamoureux, the Assistant Director General/Director of Education, Adult Education and Vocational Training, R. Ahern, and the Director of Legal Services/Secretary General, R. Vézina, were also present.

REGRETS: Parent Commissioner Komm

Call to Order

Chairman Shea called the meeting to order at 7:03 p.m.

C-14/15-177

Adoption of Agenda

IT WAS MOVED by Commissioner McCrank that the agenda be adopted with the addition of:

- 7.5 Public Tender – Supplies
- 7.6 Capital Projects 2015-2016
- 10.6.1 Rescind Policy F-5
- 10.6.2 Rescind Policy F-12

Carried unanimously

C-14/15-178

Approval of Minutes – April 28, 2015

IT WAS MOVED by Commissioner Dionne that the minutes of a meeting held on April 28, 2015 be approved as circulated.

Carried unanimously

Chairman's Report

The Chairman referred to his written report that was distributed earlier today. It included the following topics:

- Planning session
- Play structure at Dr. Wilbert Keon School
- Embellissement des cours d'école
- Meeting with MNA André Fortin in Québec City
- Lindsay Place "Bark Bite" Project

He also acknowledged the presence in the room of Mr. Brian Rock, newly elected President of the QFHSA.

Director General's Report

The Director General referred to his written report that was distributed earlier today.

Topics included:

- The 2015-2016 Budget adoption process
- Reduction in the WQSB's taxation rate
- Provincial Cutbacks
- Grand Défi Pierre Lavoie
- Rural Experiential Model
- QESBA-AAESQ Conference
- In The Know by-monthly publication

He talked about the new website that will hopefully be ready by the end of the month. Mr. Lamoureux also reminded everyone of the upcoming planning session that will take place on June 2, from 4:30 p.m. to 7:30 p.m.

C-14/15-179

Executive Committee Report – May 19, 2015

IT WAS MOVED by Commissioner Guy that the Council acknowledge receipt of the draft Executive Committee minutes of May 19, 2015.

Carried unanimously

C-14/15-180

Rescind Policy A-17 “Consultation Procedure to Support a Board Decision-Making Process”

IT WAS MOVED by Commissioner Guy that, as recommended by the Executive Committee, Policy A-17 “Consultation Procedure to Support a Board Decision-Making Process” be rescinded.

Carried unanimously

C-14/15-181

Rescind Policy G-2 “Emergency Action Transportation”

IT WAS MOVED by Commissioner Guy that, as recommended by the Executive Committee, Policy G-2 “Emergency Action Transportation” be rescinded.

Carried unanimously

C-14/15-182

Public Call for Tenders – Massive Communication System – 14570B001

WHEREAS a need for a massive communication system has been identified to increase the efficiency of the calls made to the parents in case of emergency;

WHEREAS a \$ 25,000 annual budget has been reserved for this tool;

WHEREAS a public call for tenders has been made for the above mentioned contract;

WHEREAS the contract is for a three (3) year term and includes possible renewals for two (2) additional years;

WHEREAS the following persons and/or businesses retrieved the tender documents:

Genesys.com
 Groupe PVP Inc.
 Innobec Technologies Inc.
 Komutel
 LOGIQ-IT
 Mitel Networks Corporation
 Ville de Westmount

WHEREAS the following three tenders were received and recorded:

LOGIQ-IT	\$ 126,500
Groupe PVP	\$ 114,335
Innobec	\$ 75,230

WHEREAS the lowest bid conformed;

IT WAS MOVED by Commissioner Larventz that the bid submitted by Innobec be approved, and that the Director of Buildings, Equipment, and Technology be mandated to sign any and all documents necessary to give full effect to this resolution.

Carried unanimously

C-14/15-183

Public Call for Tenders - MB Projects

Maniwaki Woodland School - Installation of Elevator

Maniwaki Woodland School - Interior Renovations

Maniwaki Adult Education Centre – Interior Renovations

WHEREAS resolution C-14/15-127 authorized the WQSB to proceed with a public call for tenders for the purchasing and the installation of an elevator at Maniwaki Woodland School, with an estimated cost of \$440,693.43 including taxes and professional fees;

WHEREAS the need to renovate the interior finishing at Maniwaki Woodland School has been identified, and that the Ministry is allocating \$633,368 including taxes and professional fees for this project;

WHEREAS the need to renovate the interior finishing at Maniwaki Adult Education Centre has been identified, and that the Ministry is allocating \$473,421 including taxes and professional fees for this project;

WHEREAS the three above mentioned projects were grouped, and one single call for public tenders has been made;

WHEREAS the following persons and/or businesses retrieved the tender documents;

ACQ-Région de l'Outaouais
 ACQ-Région Saguenay/Lac St-Jean
 Ascenseur Outaouais
 Construction G.M.R.
 Construction Langevin & Frères
 Gilles Langevin Électrique 2014
 Industries CAMA
 Les Entreprises Ma Mi Inc.
 Les Entreprises Proteau et Garneau Inc.
 Tapido

WHEREAS the following tender was received and recorded;

Les Entreprises Ma-Mi Inc.	\$1,224,000
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WHEREAS the bid conformed;

IT WAS MOVED by Commissioner Brunke that the bid submitted by Les Entreprises Ma-Mi Inc., in the amount of \$1,224,000 excluding taxes and professional fees be approved, and that the Director of Buildings, Equipment, and Technology be mandated to sign any and all documents to give full effect to this resolution.

Carried unanimously

C-14/15-184

Public Call for Tenders - MB Project – Dr. Wilbert Keon School Replacement of Heating System and Installation of DDC Controls

WHEREAS the need to install a new heating system and DDC controls at Dr. Wilbert Keon School has been identified, and that the Ministry is allocating \$527,325 including taxes and professional fees for this project;

WHEREAS a public call for tenders was made in May 2014 for the above mentioned project and the only submitted bid was rejected (resolution C-13/14-272) because it surpassed the allotted grant;

WHEREAS a second call for public tenders has been made for this project;

WHEREAS the following persons and/or businesses retrieved the tender documents;

ACQ – Région Saguenay/Lac St-Jean
 Barette & Bernard Combustion Inc.
 Construction G.M.R. Associés Inc.
 DLS Construction Inc.
 E. Séguin & Fils Ltée

WHEREAS the following two tenders were received and recorded;

DLS Construction Inc.	\$454,000
Émile Séguin & Fils Ltée	\$454,830

WHEREAS the lowest bid conformed;

IT WAS MOVED by Commissioner McCrank that the bid submitted by DLS Construction Inc., in the amount of \$454,000 excluding taxes and professional fees be approved, and that the Director of Buildings, Equipment, and Technology be authorized to sign any and all documents to give full effect to this resolution.

Carried unanimously

C-14/15-185

Public Call for Tenders - MB Project - Pontiac High School Renovation of Gymnasium and Ventilation System

WHEREAS the need to renovate the gymnasium at Pontiac High School has been identified, and that the Ministry is allocating 633,369 including taxes and professional fees for this project;

WHEREAS a public call for tenders has been made for the above mentioned project;

WHEREAS the following persons and/or businesses retrieved the tender documents;

ACQ-Région de l'Outaouais
 Construction G.M.R. Associés Inc.
 Construction SRL
 Defran Inc.
 DLS Construction Inc.
 E. Séguin & Fils Ltée
 Gestion DMJ Entrepreneur Général
 Industries CAMA
 LCC & Associés Canada Inc.
 Les Constructions ProFab

WHEREAS the following six tenders were received and recorded;

LCC & associés Canada Inc.	\$457,700
DLS Construction Inc.	\$458,000
Gestion DMJ	\$462,700
Les Industries CAMA	\$477,000
Defran Inc.	\$488,422
Construction SRL	\$499,800

WHEREAS the lowest bid conformed;

IT WAS MOVED by Commissioner Egan that the bid submitted by LCC & associés Canada Inc., in the amount of \$457,700 excluding taxes and professional fees be approved, and that the Director of Buildings, Equipment, and Technology be mandate to sign any and all documents to give full effect to this resolution.

Carried unanimously

Commissioner Garbutt arrived at 7:45 p.m.

C-14/15-186

Public Call For Tenders — Produits et articles en entretien sanitaire (14510B020)

WHEREAS a public call for tenders has been made for the above mentioned contract;

WHEREAS the following persons and/or businesses retrieved the tender documents;

3M Canada Compagnie
 Betco Corporation Ltd
 Bio Nuclear Diagnostics
 CEGEP Saint-Jean-Sur-Richelieu
 Chemfil Canada Limited
 Emond tondre le gazon
 Le groupe Dissan Division C.E.S. Ltée, Sani-Dépôt, Yves Nadon
 Staples Advantage Canada
 OfficeMax Grand & Toy
 Prescott S.M.
 Produits Sany inc
 Roy Murcklen Industries – Romco
 Swish Maintenance Limited
 Wood Wyant Inc
 Les emballages Ralik packaging

WHEREAS the following six tenders were received and recorded:

	Annual	3 year contract
Roy Murcklen Industries –	\$159,078.86	\$477,236.58
Prescott S.M.	\$167,697.50	\$503,092.50
Produits Sany inc	\$169,972.39	\$509,917.17
Swish Maintenance Limited	\$172,724.99	\$518,174.97
Wood Wyant Inc	\$185,445.40	\$556,336.20
Les emballages Ralik packaging	\$250,452.08	\$751,356.24

WHEREAS the lowest bid conformed;

IT WAS MOVED by Commissioner Daly that the bid submitted by Roy Murcklen Industries – Romco be approved and that the Director General and Chair of the Board be mandated to sign any and all documents necessary to give full effect to this resolution.

Carried unanimously

C-14/15-187

Capital Projects 2015-2016

WHEREAS the 2015-2016 Capital Grants from the MEESR have not yet been confirmed;

WHEREAS the Buildings Department has visited every school with the principals, and a list of projects for 2015-2016 to 2018-2019 has been created and prioritized;

WHEREAS the principals have reviewed the list of projects;

WHEREAS the following list has been retained as priority for the 2015-2016 Capitals project;

Schools	Description	Category	Estimated Budget
Lord Aylmer Sr.	Portables Removal	Air Quality	\$ 100 000
PETES	Insulation of the heating pipe	Air Quality	\$ 60 000
Lord Aylmer Jr	Employees' parking	Security	\$ 40 000
St-John's	School yard drainage	Security	\$ 25 000
PETES	Add 2 classrooms, 2 offices and a daycare room in the cafeteria	School Organization	\$ 100 000
South Hull	Add 2 classrooms in the cafeteria	School Organization	\$ 100 000
WQCC	Kitchen (Pedagogical needs)	School Organization	\$ 35 000
St-John's	Add a classroom in the library – Move the library in the CLC	School Organization	\$ 50 000
Golden Valley	Move Val D'Or Adult Ed in Golden Valley	School Organization	\$ 100 000
Eardley	Outside classroom project	School Beautification Grant	\$ 25 000
Greater Gatineau	Outside play structure	School Beautification Grant	\$ 25 000
McDowell	Outside play structure	School Beautification Grant	\$ 25 000
PETES	Outside play structure including station for special needs students	School Beautification Grant	\$ 25 000
Board Office	Maintenance Van	Efficiency	\$ 50 000
Board Office	Maintenance Vehicle	Efficiency	\$ 35 000
Chelsea	Natural gas connection	Opportunity	\$ 40 000
Chelsea	Connection to the public services (Water and sewer) – Phase 2	Opportunity	\$ 50 000
D'Arcy/Symmes	Ice Rink	Loisir et Sport Grant	\$ 50 000
Total			\$ 935 000

IT WAS MOVED by Commissioner Larventz that the 2015-2016 Capital Projects be approved, and that the Director of Buildings, Equipment, and Technology, P. Proulx be authorized to sign all related documents.

Carried unanimously

C-14/15-188

Special Education Advisory Committee (SEAC) Report – May 4, 2015

IT WAS MOVED by Parent Commissioner Boucher that the Council acknowledge receipt of the draft SEAC minutes of May 4, 2015.

Carried unanimously

C-14/15-189 **Parents' Committee Report – April 20, 2015**
IT WAS MOVED by Parent Commissioner Boucher that the Council acknowledge receipt of the draft Parents' Committee minutes of April 20, 2015.

Carried unanimously

C-14/15-190 **Governance and Ethics Committee Report – April 28, 2015**
IT WAS MOVED by Commissioner Garbutt that the Council acknowledge receipt of the draft Governance and Ethics Committee minutes of April 28, 2015.

Carried unanimously

C-14/15-191 **Human Resources Committee Report – May 6, 2015**
IT WAS MOVED by Commissioner Guy that the Council acknowledge receipt of the draft Human Resources Committee minutes of May 6, 2015.

Carried unanimously

C-14/15-192 **Rescind Policy F-5 “Years of Service Recognition”**
IT WAS MOVED by Commissioner Guy that, as recommended by the Human Resources Committee, Policy F-5 “Years of Service Recognition” be rescinded.

Carried unanimously

C-14/15-193 **Rescind Policy F-12 “Recognition and Awards”**
IT WAS MOVED by Commissioner Guy that, as recommended by the Human Resources Committee, Policy F-12 “Recognition and Awards” be rescinded.

Carried unanimously

Communications Committee

Commissioner Brunke reported on discussions that took place at the Communications Committee meeting and upcoming actions.

Student Representation Committee

Commissioner Larventz reported that quorum was not obtained for the last meeting.

C-14/15-194 **Expulsion – Student at Philemon Wright High School**
IT WAS MOVED by Commissioner Guy that, as recommended by the Discipline Committee, student (9934886) be expelled from Philemon Wright High School and all schools and services of the Western Québec School Board for the remainder of the 2014-2015 school year. The student will be permitted to write the Secondary V exams in June at the Western Québec School Board.

Carried unanimously

- C-14/15-195** **Adoption of Revised Policy C-5 “Policy Outlining the Discipline Committee Process”**
 IT WAS MOVED by Commissioner Daly that, following the consultation process, the revised Policy C-5 “Policy Outlining the Discipline Committee Process” be adopted as presented.
 Carried unanimously
- C-14/15-196** **Composition of the Discipline Committee**
 IT WAS MOVED by Commissioner Dionne that the Discipline Committee be composed of three elected commissioners and two elected commissioners as designated alternates.
 Carried unanimously
- C-14/15-197** **Term of Office of the Members of the Discipline Committee**
 IT WAS MOVED by Commissioner Guy that the term of office of the members of the Discipline Committee be until the end of the current Council’s mandate.
 For: 9
 Against: 2
 Motion carried
- C-14/15-198** **Nominations for commissioner representation on the Discipline committee**
 IT WAS MOVED by Commissioner Daly that Council accept nominations for positions of member on the Discipline Committee.
 Carried unanimously
- | | |
|-----------------------|-------------------------|
| Nominations | By |
| Commissioner Guy | Commissioner Dionne |
| Commissioner Schaler | Commissioner Schaler |
| Commissioner Larventz | Commissioner Daly |
| Alternates | |
| Commissioner Daly | Commissioner Larventz |
| Commissioner Brunke | Parent Commiss. Boucher |
- C-14/15-199** **Cease nominations for membership on the Discipline Committee**
 IT WAS MOVED by Commissioner McCrank that nominations for positions of member on the Discipline Committee cease.
 Carried unanimously
- C-14/15-200** **Election of members of the Discipline Committee**
 IT WAS MOVED by Commissioner Dionne that Commissioners Guy, Schaler, Larventz, Daly (alternate), and Brunke (alternate) be declared elected as members of the Discipline Committee.
 Carried unanimously

C-14/15-201

Adoption of By-Law 30 - By-Law Establishing Delegations of Powers and Functions of the Western Québec School Board

IT WAS MOVED by Commissioner Daly that By-Law 30 “By-Law Establishing Delegations of Powers and Functions of the Western Québec School Board” be adopted as presented, replacing By-Law 27.

Carried unanimously

Date of next meeting:

The next meeting of the Council of Commissioners will be held on June 30, 2015.

C-14/15-202

Adjournment

IT WAS MOVED by Commissioner Daly that the meeting be adjourned at 8:30 p.m.

Carried unanimously

RV/nb