

PROVINCE OF QUÉBEC
Western Québec School Board

Minutes of the **Council of Commissioners** meeting held on May 27, 2014 at the Western Québec School Board, 15 rue Katimavik, Gatineau, Québec, at 7:00 p.m.

PRESENT: Commissioners Brunke, Chiasson, Daly, Davidson, Dexter, Dionne, Guy, Hendry, Larivière (by videoconference), McCrank, O'Brien, Perry, Shea, Taylor, and R. Young, Parent Commissioners Boucher and Komm

Personnel:

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

REGRETS: Commissioners Garbutt, Gunn, Lanyi and N. Young

The Director General, Paul 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.

Call to Order

The Chairman, Commissioner Chiasson, called the meeting to order at 7:00 p.m.

C-13/14-254

Approval of Agenda

IT WAS MOVED by Commissioner Brunke that the Agenda be approved with the following additions:

- 7.3.1 Deeds of Establishment for 2014-2015 School Year
- 7.3.2 Public Tender – Agrandissement New Wakefield School-Cabling
- 7.3.3 Rescind Resolution #C-13/14-233 – Contract for Inspection and Maintenance of Elevators
- 7.3.4 Public Tender – Contract for Inspection and Maintenance of Elevators
- 7.3.5 Invitation – MB Project – Dr. Wilbert Keon – Heating
- 7.3.6 Invitation – MB Project - Dr. Wilbert Keon – Asbestos Removal
- 7.3.7 Public Tender – Dr. Wilbert Keon – Replace Gym Floors and Reconstruct Ceilings In Changing Room
- 7.3.8 Public Tender – MB Project - Chelsea – Replacement of DDC Controls
- 7.3.9 Memorandum of Agreement – C.S.H.B.O.
- 7.3.10 Mandate - Asbestos

Carried unanimously

C-13/14-255

Approval of Minutes – April 29, 2014

IT WAS MOVED by Commissioner Guy that the minutes of a meeting held on April 29, 2014 be approved as circulated.

Carried unanimously

Chairman's remarks

The Chairman presented his oral report. Topics included:

- QESBA's ongoing talks with the MELS
- Cuts to Education budgets
- Provincial budget
- Farewell to David Birnbaum
- QESBA looking for a new Director General
- QESBA Spring conference presentations
- Ongoing LRAC discussions.

Director General's Report

The Director General presented his oral report. Topics included:

- Chimney Building Project for Chimney Swifts
- Budget 2014-2015 to be presented June 4th, 2014
- Possible need for Special Meeting of the Board to adopt budget
- Elections budget
- Procurement Officer
- Principal resignation (Queen Elizabeth/St-Michael's)
- Letter to the Editor by member of the public
- Grand Défi Pierre Lavoie.

Mary Davidson arrived at 7:30 pm.

He also spoke about By-Law # 27 "By-Law Establishing Delegation of Powers and Functions of the Western Québec School Board".

C-13/14-256

By-Law # 27 – "By-Law Establishing Delegations of Powers and Functions of the Western Québec School Board"

IT WAS MOVED by Commissioner O'Brien that By-Law # 27 "*By-Law Establishing Delegations of Powers and Functions of the Western Québec School Board*" be adopted as presented.

For: 12

Against: 2

Motion carried

QESBA Report

Commissioner Guy spoke about the QESBA Spring Conference he attended over the past weekend. He mentioned some specific presentations that were particularly appreciated

- Commissioner Daly also mentioned attending "Thinking outside the box in evaluating teachers. He congratulated our Director of Human Resources, Mike Dubeau, for his leadership and excellent work in this file.

- C-13/14-257** **Executive Committee Report – May 20, 2014**
IT WAS MOVED by Commissioner Davidson that the Council acknowledge receipt of the draft Executive Committee minutes of May 20, 2014.
- Carried unanimously
- C-13/14-258** **Nomination – Procurement Officer**
IT WAS MOVED by Commissioner Davidson that, as recommended by the Executive committee, Council approve the nomination of Dany Giguère as Procurement Officer.
- Carried unanimously
- C-13/14-259** **Annual Leave Days for Administrators**
IT WAS MOVED by Commissioner Davidson that, as recommended by the Executive Committee, the modifications presented to chapter 5 of the Board’s *“Local Policy Regulating the Working Conditions of Management Staff”* be adopted.
- For: 12
Against: 2
- Motion carried
- C-13/14-260** **Staffing Plan 2014-2015**
IT WAS MOVED by Commissioner Davison that the Staffing Plan 2014-2015 be approved as presented by the Director General.
- Carried unanimously
- C-13/14-261** **Education Committee Report – May 7, 2014**
IT WAS MOVED by Commissioner O’Brien that the Council acknowledge receipt of the draft Education Committee minutes of May 7, 2014.
- Carried unanimously
- C-13/14-262** **Draft Revised Policy C-27 “Cross Boundary Policy”**
IT WAS MOVED by Commissioner O’Brien that, as recommended by the Education Committee, the Draft Revised Policy C-27 *“Criteria of Enrolment and the Application of School Boundaries Policy”* be sent out for public consultation.
- Carried unanimously
- C-13/14-263** **COP/Samsung/The Learning Partnership Research Study at Hadley/PWHS**
IT WAS MOVED by Commissioner O’Brien that, as recommended by the Education Committee, the COP/Samsung/The Learning Partnership Research Study at Hadley/PWHS be approved.
- Carried unanimously

C-13/14-264**Corporate Committee Report – May 6, 2014**

IT WAS MOVED by Commissioner Guy that the Council acknowledge receipt of the draft Corporate Committee minutes of May 6, 2014.

Carried unanimously

C-13/14-265**Technology Plan**

CONSIDERING the important amount of work that has been carried out so far to increase the Board's bandwidth capacity;

CONSIDERING that it is imperative that the Board maintain and continue to implement its Technology Plan:

CONSIDERING that the implementation of the Board's Technology Plan should continue to be a priority for the Board;

IT WAS MOVED by Commissioner Guy that, as recommended by the Corporate Committee, the implementation of the Board's Technology Plan continue to be a priority for the Western Québec School Board and the Director General for the upcoming year.

Carried unanimously

C-13/14-266**Communications Plan**

CONSIDERING that there has been considerable improvement in the Western Québec School Board's communications over the last few years;

CONSIDERING that it is imperative that the Board maintain and continue to implement its Communications Plan:

CONSIDERING that the implementation of the Board's Communications Plan should continue to be a priority for the Board;

IT WAS MOVED by Commissioner Guy that, as recommended by the Corporate Committee, the implementation of the Board's Communications Plan continue to be a priority for the Western Québec School Board and the Director General for the upcoming year.

Carried unanimously

The Director of Buildings, Transportation and Equipment, P. Proulx made a PowerPoint Presentation showing pictures to demonstrate the advancement of work being performed on the building of the new Wakefield school. He also talked about:

- Public tender process for professionals
- Chimney Swifts project
- Asbestos

C-13/14-267**Business Committee Report – May 22, 2014**

IT WAS MOVED by Commissioner R. Young that the Council acknowledge receipt of the draft Business Committee minutes of May 22, 2014.

Carried unanimously

C-13/14-268**Deeds of Establishment for 2014-2015 School Year**

IT WAS MOVED by Commissioner R. Young that the Deeds of Establishment for the 2014-2015 school year be approved.

Carried unanimously

C-13/14-269**Public Tender – Agrandissement New Wakefield School - Cabling**

WHEREAS a call for tenders has been made by public invitation for the tendering of bids for the above mentioned contract;

WHEREAS the following persons and/or businesses were invited to tender bids;

WEPC
VDO 3L
Com-net

WHEREAS the following two (2) tenders were received and recorded:

Com-net	\$23,502.58
VDO 3L	\$29,170.00

IT WAS MOVED by Commissioner R. Young that the submitted bid by Com-net, in the amount of \$23,502.58 including taxes be approved.

Carried unanimously

C-13/14-270**Rescind Resolution #C-13/14-233 – Contract for Inspection and Maintenance of Elevators**

IT WAS MOVED by Commissioner R. Young that the submitted bid by ThyssenKrupp in the amount of \$ 65,160.00 (+ \$10,000 for Golden Valley) be rescinded.

Carried unanimously

C-13/14-271**Public Tender – Contract for Inspection and Maintenance of Elevators**

WHEREAS a call for tenders has been made by public invitation for the tendering of bids for the above mentioned contract for a three (3) year term;

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

ThyssenKrupp
Ascenseur Régional
Construction Laurent Filion

WHEREAS the following three (3) tenders were received and recorded:

ThyssenKrupp	65,160.00 (+\$10,000 for Golden Valley)
Ascenseur Régional	\$91,160.00
Construction Laurent Filion	\$ 125,000.00

HEREAS the amount for ThyssenKrupp should have been \$65,160.00 (+30,000.00 for Golden Valley)

WHEREAS the ThyssenKrupp bid did not conform;

IT WAS MOVED by Commissioner R. Young that the submitted bid by Ascenseur Régional in the amount of \$91,160.00 plus taxes be approved.

Carried unanimously

C-13/14-272

Invitation – MB Project – Dr. Wilbert Keon – Heating

WHEREAS a call for tenders has been made by invitation for the tendering of bids for the above mentioned contract;

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

Alpha Combustion
Barette & Bernard Combustion Inc.
DLS Construction Inc.
Les Entreprises Ma Mi Inc.

WHEREAS the following one (1) tender were received and recorded:

DLS Construction	\$388,000.00
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WHEREAS the lowest bid conformed but exceeded the budget allotment;

IT WAS MOVED by Commissioner R. Young that the submitted bid by DLS Construction be refused.

Carried unanimously

C-13/14-273

Invitation – MB Project - Dr. Wilbert Keon – Asbestos Removal

WHEREAS a call for tenders has been made by invitation for the tendering of bids for the above mentioned contract;

WHEREAS the following persons and/or businesses were invited;

Rolatec
Prop-Air
O'Reily Brothers Ltd
Asbex
Amor Construction

WHEREAS the following three (3) tenders were received and recorded:

Prop-Air (4031202 Canada Inc.)	\$18,550.00
Asbex Ltd	\$21,715.00
176026 Canada Inc. Amor Construction Inc.	\$36,455.00

WHEREAS the lowest bid conformed;

WHEREAS the main project (Dr. Wilbert Keon Heating System) has been refused;

IT WAS MOVED by Commissioner R. Young that the submitted bid by Prop-Air (4031202 Canada Inc.) be cancelled.

Carried unanimously

C-13/14-274

Public Tender – Dr. Wilbert Keon – Replace Gym Floors and Reconstruct Ceilings In Changing Room

WHEREAS a call for tenders has been made by public invitation for the tendering of bids for the above mentioned contract;

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

Construction GMR Associés Inc.
 Construction SRL
 DLS Construction Inc.
 Les Entreprises Ma Mi Inc.
 PBS

WHEREAS the following three (3) tenders were received and recorded:

DLS Construction	\$147,000.00
Construction GMR associés inc.	\$165,000.00
PBS – 2740621 Canada ltée	\$184,500.00

WHEREAS L. Fortin, FCS Architect, has reviewed the tenders and recommended that the contract be awarded to the lowest conformed bidder;

IT WAS MOVED by Commissioner R. Young that the submitted bid by DLS Construction, in the amount of \$147,000.00 plus taxes be approved.

Carried unanimously

C-13/14-275

Public Tender – MB Project - Chelsea – Replacement of DDC Controls

WHEREAS a call for tenders has been made by public invitation for the tendering of bids for the above mentioned contract;

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

Alpha Combustion
 DLS Construction Inc.
 E. Séguin & Fils Ltée
 Les Entreprises Ma Mi Inc.

WHEREAS the following one (1) tender were received and recorded:

E. Séguin & Fils Ltée	\$209,000.00
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WHEREAS L. Fortin, FCS Architect, has reviewed the tenders and recommended that the contract be awarded to the lowest conformed bidder;

IT WAS MOVED by Commissioner R. Young that the submitted bid by E. Séguin & Fils Ltée, in the amount of \$209,000.00 plus taxes be approved.

Carried unanimously

C-13/14-276

Memorandum of Agreement – C.S.H.B.O.

IT WAS MOVED by Commissioner R. Young that the memorandum of agreement between the Western Québec School Board and C.S.H.B.O. be approved and signed by the Director General, P. Lamoureux and the Chairman M. Chiason.

Carried unanimously

C-13/14-277

Mandate – Asbestos

IT WAS MOVED by Commissioner R. Young that the WQSB be authorized to participate in the “regroupement d’achat du CCSR” tender process and that Pascal Proulx be authorized P. Proulx to sign all documents related to the mandate for the localization of asbestos for all WQSB schools and buildings.

Carried unanimously

C-13/14-278

Transportation Committee Report – May 14, 2014

IT WAS MOVED by Commissioner R. Young that the Council acknowledge receipt of the draft Transportation Committee minutes of May 14, 2014.

Carried unanimously

C-13/14-279

Draft Revised Policy G-1 - Transportation Policy

IT WAS MOVED by Commissioner R. Young that, as recommended by the Transportation Committee, the Draft Revised Policy (G-1) “*Transportation Policy and Guidelines*” be sent out for public consultation.

Carried unanimously

C-13/14-280

Parents' Committee Report – April 14, 2014

IT WAS MOVED by Commissioner Boucher that the Council acknowledge receipt of the Parents' Committee minutes of April 14, 2014.

Carried unanimously

Commissioner Taylor brought up the possibility for schools to call their general assemblies of parents in early September to allow for the Parents' Committee to name parent-commissioners prior to the deadline for submitting candidate declarations in the upcoming school elections. After discussion, it was agreed that it was not advisable to require this from the schools.

C-13/14-281

Draft Revised Policy D-11 – Purchasing Policy

CONSIDERING that the Draft Revised Policy D-11 "*Purchasing Policy*" has been sent out for consultation:

CONSIDERING that comments have been received;

IT WAS MOVED by Commissioner Dionne that Policy D-11 "*Purchasing Policy*" be adopted as presented.

Carried unanimously

Date of next meeting:

The next meeting of the Council of Commissioners will be held on June 26, 2014.

C-13/14-282

Adjournment

IT WAS MOVED by Commissioner O'Brien that the meeting be adjourned at 8:58 p.m.

Carried unanimously

RV/nb