

PROVINCE OF QUÉBEC
Western Québec School Board

Minutes of the **Council of Commissioners** meeting held on February 27, 2018 at the Western Québec School Board, 15 rue Katimavik, Gatineau, Québec, at 7:00 p.m.

PRESENT: Chair Shea, Commissioners, Dionne, Daly, Garbutt, Guy, Larventz, McCrank, Schaler Young, and Parent-Commissioner Giannakoulis.

Personnel:

Director of Education, S. Aitken

Director of Complementary Services L. Falasconi

Director of Buildings, Equipment, and Technology, P. Proulx

Director of Finance, S. Cox

REGRETS: The Director General, M. Dubeau, Commissioners Brunke, Egan, Labadie, and Parent-Commissioners Boucher, Brennan and Davis.

The Assistant Director General / Director of Education, Adult Education and Vocational Training, R. Ahern, the Secretary General / Director of Human Resources, Terry Kharyati, as well as the Communications Consultant F. Raymond were also present.

Call to Order

Chair Shea called the meeting to order at 7:01 p.m.

C-17/18-102 Adoption of Agenda

IT WAS MOVED by Commissioner Guy that the agenda be adopted with the following changes:

In-Camera Session: Request for reconsideration has been cancelled

7.1 Bill 87 An act to facilitate the disclosure of wrongdoings within public bodies is tabled to the following meeting.

Carried unanimously

C-17/18-103 Approval of Minutes – January 30, 2018

IT WAS MOVED by Commissioner Daly that the minutes of a meeting held on January 30, 2018 be approved as circulated.

Carried unanimously

Chair's Report

Chairman Shea presented his report touching on two points of interest: his and the Assistant Director General's participation in a provincial workshop convened by the Minister of Education on vocational training programs in the 21st century; and his open letter response to a Montréal Gazette article in which he explained that Western Québec's 30% dropout rate is far from representing the reality. He also spoke on the QESBA First Nations, Métis, and Inuit (FNMI) Committee. He began firstly by acknowledging that the land on which the Council is gathered is the traditional territory of the Algonquin Nation. He indicated that he looked forward to the dialogue with the communities, and that he believes this is only the beginning of cultivating meaningful and reciprocal relationships.

Chairman Shea asked the Commissioners present to consider this as an official Notice of Motion that will be presented at the next regular meeting.

In the interim, Chairman Shea will be requesting that the Director General assign the Assistant Director General Mrs. R. Ahern the task to develop and propose parameters for this committee in preparation for Council's direction.

Director General's Report

The Assistant Director General / Director of Education, Adult Education and Vocational Training, R. Ahern quickly spoke on the Director General's written report.

- C-17/18-104 Executive Committee Report – February 20, 2018**
 IT WAS MOVED by Commissioner Guy that the Council acknowledge receipt of the draft Executive Committee minutes of February 20, 2018.
- Carried unanimously
- C-17/18-105 Consultation Plan for Commitment to Success Plan**
 IT WAS MOVED by Commissioner Guy that Council approve the Consultation Plan for the Commitment to Success Plan as presented.
- Carried unanimously
- C-17/18-106 Election of a Security Officer**
 WHEREAS in the spirit of Law 133 « SUR LA GOUVERNANCE ET LA GESTION DES RESSOURCES INFORMATIONNELLES DES ORGANISMES PUBLICS ET DES ENTREPRISES DU GOUVERNEMENT » about information Security;
 WHEREAS there is a need for public bodies to name a Security Officer (Responsable de la Sécurité de l'Information);
 WHEREAS the roles and responsibilities of the Security Officer is to be the contact person in cases of a breach in information security, to report the incident to the DG and to ensure procedures are followed;
 IT WAS MOVED by Commissioner Daly to name Mr. Terry Kharyati, Secretary General as the WQSB Security Officer.
- Carried unanimously
- C-17/18-107 Election of two Incident Managers**
 WHEREAS in the spirit of Law 133 « SUR LA GOUVERNANCE ET LA GESTION DES RESSOURCES INFORMATIONNELLES DES ORGANISMES PUBLICS ET DES ENTREPRISES DU GOUVERNEMENT » about information Security;
 WHEREAS there is a need for public bodies to name two Incident Managers (Conseiller Sectoriel en Gestion des Incidents);
 WHEREAS the roles and responsibilities of the incident manager is to develop, implement and follow the procedures in order to ensure information security;

IT WAS MOVED by Commissioner Schaler to name Mr. Pascal Proulx, Director of Buildings, Equipment and Technology and Mr. Stewart Aitken, Director of Education as the two Incident Managers for WQSB.

Carried unanimously

C-17/18-108 Skype for Business IP Phone System Project – SIP Trunk

WHEREAS there is a need for a SIP Trunk to connect our Skype for Business IP phone system to an internet telephony service provider;

WHEREAS a call for public tender was made for the above mentioned project;

WHEREAS the opening of the tender was postponed to Monday February 26, 2018 at 4pm due to an addendum;

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

- Bell Canada
- Fibrenoire Inc./Vidéotron S.E.N.C.
- Groupe Maskatel LP
- IP4B
- Ministère de l'Énergie et des Ressources naturelles
- Modulis Inc.
- Rogers Solutions d'affaires
- TRÉ Technologies
- Vidéotron Ltée
- Vision Plus Marketing Inc.

WHEREAS the following two tenders were received and recorded;

Bell Canada	\$14,462.40 (Annually)
AMPRO	Non Conformed

WHEREAS the lowest bid conformed;

IT WAS MOVED by Commissioner Giannakoulis that the bid submitted by company Bell Canada in the amount of \$14,462.40 be approved and that the Director of Buildings, Equipment and Technology P. Proulx be mandated to sign any and all documents necessary to give full effect to this resolution.

Carried unanimously

C-17/18-109 Nomination of a Secretary of Selection Committee for the Professionals for the Agrandissement project at Greater Gatineau Elementary School

WHEREAS the WQSB has received authorization from the MEES for the Agrandissement at Greater Gatineau Elementary School;

WHEREAS the WQSB needs to proceed with a public tender based on quality for the selection of the professionals for the above-mentioned project;

WHEREAS according to the DIRECTIVE CONCERNANT LA GESTION DES CONTRATS D'APPROVISIONNEMENT, DE SERVICES ET DE TRAVAUX DE CONSTRUCTION DES ORGANISMES PUBLICS, a Selection Committee must be created and the Council of Commissioners needs to appoint a qualified Selection Committee Secretary;

WHEREAS our Procurement Officer M. Alain. Gendron is qualified and is available to be the secretary;

IT WAS MOVED by Commissioner Guy to nominate M. Alain Gendron as the Secretary for the Selection Committee for the Professionals affected to the Agrandissement at Greater Gatineau Elementary School;

Carried unanimously

C-17/18-110 Conditional Lease

WHEREAS provincial election will be held in October 2018;

WHEREAS the returning officer of the Pontiac area is in need for a room in Campbell's Bay for their headquarters and for the election;

WHEREAS the building located at 26 Leslie Campbell's Bay is available and has been used in the past by this organization under the same conditions;

WHEREAS a rental agreement has to be completed between the Western Québec School Board and the Directeur général des Élections du Québec;

WHEREAS the rental amount will be set at 1000\$ plus taxes;

IT WAS MOVED by Commissioner McCrank that a one (1) month conditional lease for the rental of the old Pontiac Adult Education Centre located at 26 Leslie, Québec, be entered into by the Western Québec School Board and the Directeur général des Élections du Québec, and that the Director of Buildings, Equipment and Technology P. Proulx be authorized to sign the conditional lease on behalf of the School Board.

Carried unanimously

C-17/18-111 Regionalization Project of the Outaouais' School Taxation: Mandate of the WQSB Director General

WHEREAS bill 166, an act to reform the school tax system is currently in parliamentary deliberations before its adoption into law;

WHEREAS the conditions enacted in bill 166 includes that of the implementation of a regional taxation service center in each region of the province of Québec, the location of this service and its management;

WHEREAS the four French School Boards of the Outaouais have mandated their general directors and their directors of finance to

collaborate with each other and the Western Québec School Board to develop the parameters for the implementation of the regional taxation service center of the Outaouais;

IT IS MOVED BY COMMISSIONER Dionne to mandate the Director General of the Western Québec School Board, M. Mike Dubeau and the Director of Finance Ms. Sandra Cox to collaborate with the four French School Boards of the Outaouais as well as the French School boards of the Abitibi-Témiscamingue region to develop the parameters for the implementation of the regional taxation service center of the Outaouais; and the regional taxation service center of the Abitibi-Témiscamingue region, and to propose potential locations and management scenarios of such a service.

Carried unanimously

C-17/18-112 Authorizing the Discharge of a Mortgage

WHEREAS the Minister authorized the Western Québec School Board to proceed with the sale of the Henry A. Ward Campus in 2005;

WHEREAS the balance of the purchase on July 1, 2009 was financed by the Western Québec School Board and guaranteed by an open mortgage;

WHEREAS the interest rate was fixed at 3.85% and amortized over an 8-year period;

WHEREAS the mortgage was to be discharged once the debtor, Trivium Academy, satisfied the conditions of the mortgage;

WHEREAS Trivium Academy has satisfied the conditions of the mortgage;

IT WAS MOVED by Commissioner Dionne that Council authorize the discharge of the mortgage held by the Western Québec School Board with Trivium Academy.

Carried unanimously

C-17/18-113 Special Education Advisory Committee (SEAC) Report – January 15, 2018

IT WAS MOVED by Commissioner Schaler that the Council acknowledge receipt of the SEAC minutes of January 15, 2018.

Carried unanimously

C-17/18-114 Transportation Committee Report – January 25, 2018

IT WAS MOVED by Commissioner Garbutt that the Council acknowledge receipt of the draft Transportation Ctee minutes of January 25, 2018.

Carried unanimously

C-17/18-115 Mileage Adjustment 2017/2018 – Autobus Outaouais

IT WAS MOVED by Commissioner Guy that as recommended by the Transportation Committee, the mileage adjustment decrease for Autobus Outaouais in the amount of -\$27 280.93 for the 2017/2018 school year be approved.

Carried unanimously

- C-17/18-116 Mileage Adjustment 2017/2018 – Baie Transport**
IT WAS MOVED by Commissioner Dionne that as recommended by the Transportation Committee, the mileage adjustment decrease for Baie Transport in the amount of -\$10 051.34 for the 2017/2018 school year be approved.
- Carried unanimously
- C-17/18-117 Mileage Adjustment 2017/2018 – Bigras Transport**
IT WAS MOVED by Commissioner McCrank that as recommended by the Transportation Committee, the mileage adjustment increase for Bigras Transport in the amount of \$14 793.98 for the 2017-2018 school year be approved.
- Carried unanimously
- C-17/18-118 Mileage Adjustment and vehicle capacity 2017/2018 – Autobus LaSalle**
IT WAS MOVED by Commissioner Garbutt that as recommended by the Transportation Committee, the mileage decrease adjustment as well as an increase capacity for two vehicles for Autobus LaSalle in the amount of \$28 266.30 for the 2017-2018 school year be approved.
- Carried unanimously
- C-17/18-119 Addition of a bus – January 2018**
WHEREAS the transportation department informed the Transportation Committee of the need to add an additional bus for the 2017-2018 school year;
- IT WAS MOVED by Commissioner Schaler that as recommended by the Transportation Committee, Council award a one year contract to reduce the time students spend travelling on a daily basis.
- Carried unanimously
- C-17/18-120 Autobus Outaouais – Bus #130**
IT WAS MOVED by Commissioner Daly that as recommended by the Transportation Committee, Council approve a one year contract awarded to Autobus Outaouais effective January 8, 2018 in the amount of \$29 449.08.
- Carried unanimously
- C-17/18-121 Educational Policy Ctee (EPC) Report – December 7, 2017**
IT WAS MOVED by Commissioner Dionne that the Council acknowledge receipt of the EPC minutes of December 7, 2017.
- Carried unanimously
- C-17/18-122 Adoption of School Calendar 2017-2018**
IT WAS MOVED by Commissioner Garbutt that the 2018-2019 School Calendar be adopted as presented by the Director of Human Resources.
- Carried unanimously

C-17/18-123 Inclusion of Council Caucus Prior to Regular Council Meetings
IT WAS MOVED by Commissioner Schaler that a resolution regarding the inclusion of a Council Caucus prior to regular Council Meetings is presented to the Governance and Ethics Committee for consideration as an amendment to the Governance Policy A-16.

Carried unanimously

C-17/18-124 Motion to move into Camera
IT WAS MOVED by Commissioner Guy that the Council moves into Camera.

Carried unanimously

C-17/18-125 Motion to move out of Camera
IT WAS MOVED by Commissioner Larventz that the Council moves out of Camera.

Carried unanimously

C-17/18-126 Adjournment
IT WAS MOVED by Commissioner Garbutt that the meeting be adjourned at 8:30 p.m.