

**PROVINCE OF QUÉBEC**  
**Western Québec School Board**

Minutes of the **Council of Commissioners** meeting held on May 29, 2018 at the Western Québec School Board, 15 rue Katimavik, Gatineau, Québec, at 7:00 p.m.

**PRESENT:** Chair Shea, Commissioners Guy, Daly, Dionne, Brunke, Larventz, Egan, Garbutt, McCrank, Young and Parent-Commissioners, Brennan, Boucher, Davis and Giannakoulis.

**Personnel:**

Director of Education, S. Aitken  
Director of Buildings, Technology, and Archives Mr. P. Proulx  
Director of Finance, S. Cox

**REGRETS:** Commissioner Labadie

The Director General, M. Dubeau, the Assistant Director General / Director of Education, Adult Education and Vocational Training, R. Ahern, the Secretary General / Director of Human Resources, Terry Kharyati, the Procurement Officer Alain Gendron, and the Communications consultant François Raymond were also present.

**Call to Order**

Chair Shea called the meeting to order at 7.04 p.m.

**Public Participation**

Donna Andrew & Robert Hodgins addressed the Council of Commissioners on the water runoff issue from the Pontiac High School onto their land. They would like a follow-up from the school board as to how the issue will be addressed and resolved.

**C-17/18-164**

**Adoption of Agenda**

IT WAS MOVED by Commissioner Daly that the agenda be adopted as presented.

Carried unanimously

**C-17/18-165**

**Approval of Minutes – April 24, 2018**

IT WAS MOVED by Commissioner Larventz that the minutes of a meeting held on April 24, 2018 be approved as circulated.

Carried unanimously

**Chair's Report**

Chairman Shea spoke on his written report and touched on the QESBA annual spring conference that included the approval of the strategic plan. He also referenced many of the student activities he had the pleasure of taking part in such as Music Makers and the debates as well as visiting schools in Chapeau and Kazabazua.

**Director General's Report**

The Director General presented his written report. He specifically spoke on the Commitment to Success Plan thanking school principals, centre directors and the senior administration team for their exemplary efforts to consult their community and provide valuable feedback to help develop

the plan. He especially thanked ADG, Ruth Ahern, for her tireless work in compiling the consultation information and putting all of the educational initiatives in a comprehensive document. He stated that he wholeheartedly endorses the WQSB Commitment to Success Plan and he is looking forward to fully implementing it for the benefit of WQSB students and communities.

**C-17/18-166**            **Executive Committee Report – May 22, 2018**  
IT WAS MOVED by Commissioner Guy that the Council acknowledge receipt of the draft Executive Committee minutes of May 22, 2018.

Carried unanimously

**C-17/18-167**            **Adoption of Revised Policy F-16**  
IT WAS MOVED by Commissioner Guy that, as recommended by the Executive Committee, the revised Policy F-16 – “Policy on the Evaluation of the Performance of the Director General” be adopted as presented.

Carried unanimously

**C-17/18-168**            **Commitment to Success Plan 2018-2023**  
IT WAS MOVED by Commissioner Egan that the Council of Commissioners adopt and sign the Western Québec School Board 2018-2023 Commitment to Success Plan as presented.

Carried unanimously

Chairman Shea called a short recess of the meeting to allow time for the signature of the Commitment to Success Plan.

**C-17/18-169**            **Val d’Or Adult Education Centre**  
IT WAS MOVED by Commissioner Dionne that the Val d’Or Adult Education Centre name be changed to: The Western Québec Continuing Education Centre/centre de formation continue Western Québec

Carried unanimously

**C-17/18-170**            **Appointment – Kate Smith – Greater Gatineau Elementary School**  
IT WAS MOVED by Commissioner Guy that Kate Smith be appointed to the position of Vice-Principal at Greater Gatineau Elementary School, effective July 1, 2018.

Carried unanimously

**C-17/18-171**            **Public Call for Tenders – Measure 50625 – MB Project – St. John’s – Renovation of Student Washrooms (4) - #17510B008**

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

WHEREAS the MEES has allocated \$462,611 including professional fees and taxes;

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

ACQ – Région de l’Outaouais  
Construction G.M.R. Associés Inc.  
DLS Construction Inc.

Gestion DMJ Entrepreneur Général  
 Industries CAMA  
 JACO 6238009 Canada Inc.  
 LCC & Associés Canada Inc.  
 Les Entreprises Ma-Mi Inc.

WHEREAS the following 6 tenders were received and recorded:

6739741 Canada Inc. Gestion DMJ	\$284,560.00
LCC & Associés Canada Inc.	\$294,400.44
DLS Construction Inc.	\$299,000.00
JACO Construction	\$361,192.98
Industries CAMA	\$369,813.10
Construction GMR Associés Inc.	\$378,900.00

WHEREAS the lowest bid is conformed;

IT WAS MOVED by Commissioner McCrank that the bid submitted by 6739741 Canada Inc. Gestion DMJ, in the amount of \$284,560 excluding taxes and professional fees be approved and that the Director of Buildings, Technology and Archives Mr. P. Proulx be mandated to sign any and all document necessary to give full effect to this resolution.

Carried unanimously

C-17/18-172

**Public Call for Tenders – Measure 50622 – MB Project – Buckingham – Renovation of Gymnasium Excluding the Floors and Renovations of the Interior Corridors - #17510B005**

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

WHEREAS the MEES has allocated \$863,075 including professional fees and taxes;

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

8577765 Canada Inc.  
 ACQ – Région de l’Outaouais  
 Construction G.M.R. Associés Inc.  
 DLS Construction Inc.  
 Les Entrepreneurs Généraux Raymond & Associés Inc.  
 Mécanique MAP Inc.

WHEREAS the following tender was received and recorded:

DLS Construction Inc.	Not Conform
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WHEREAS the lowest bid did not conform;

WHEREAS the “Bordereau de Soumission” was not completed;  
WHEREAS the Procurement Officer, A. Gendron validated and confirmed with the Treasury Board that the bid does not conform;  
IT WAS MOVED by Commissioner Brunke that the bid submitted by DLS Construction be rejected and that the buildings department go back out to public tender for the above mentioned MB project.

Carried unanimously

C-17/18-173

**Public Call for Tenders – Mesure 50625 – MB Project – Dr. S.E. McDowell – Repointing of the Brick, Replacement of Exterior Doors and Sealing of the Parapets - #17510B009**

WHEREAS the project has been separated in 2 phases, Phase 1 – Exterior doors, and Phase 2 – Repointing of the bricks and sealing of the parapets, to ensure the work will be completed before the beginning of the 2018-2019 school year;

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

WHEREAS the MEES has allocated \$779,186 including professional fees and taxes for the two phases;

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

ACQ – Région de l’Outaouais  
Construction GMR Associés Inc.  
Defran Inc.  
DLS Construction Inc.

WHEREAS the following 2 tenders were received and recorded:

Defran Inc.	\$172,422
DLS Construction	\$247,000

WHEREAS the lowest bid is conformed;

IT WAS MOVED by Commissioner Egan that the bid submitted by Defran Inc., in the amount of \$172,422 excluding taxes and professional fees be approved and that the Director of Buildings, Technology and Archives Mr. P. Proulx be mandated to sign any and all document necessary to give full effect to this resolution.

Carried unanimously

C-17/18-174

**Selling of the Wakefield Cottage, 878 Riverside Drive**

WHEREAS Policy#B-4 “Disposal of Obsolete Capital Equipment” gives authorization to sell unused capital equipment;

WHEREAS the Wakefield cottage needs to be removed as per the Ministère du Développement durable, de l’Environnement et de la Lutte contre les changements climatiques (MDDELCC) for the new well;

WHEREAS the Wakefield cottage is no longer needed;

WHEREAS the basement of the cottage needs to stay for the geothermal equipment and the floor will be kept to close the basement;

WHEREAS only the exterior walls and roof will be for sale;

IT WAS MOVED by Commissioner Dionne that the exterior walls and roof be placed for sale and that the Director of Buildings, Technology and Archives be mandated to sign any and all documents necessary to give full effect to this resolution.

Carried unanimously

**C-17/18-175**

**Gymnasium – Poltimore – MEES Technical Recommendations**

WHEREAS the resolution C-17/18-137 authorized the Director of Buildings to submit the Poltimore gymnasium plans to the MEES for technical validation;

WHEREAS the presentation was given to the MEES on April 19, 2018;

WHEREAS all of the following technical recommendations have been applied:

- Modification of the roof tilt on the mechanical room;
- Replacement of the vinyl floor by linoleum;
- Replacement of the vinyl floor in the hallways and locker area with ceramic;
- Dividing the windows wall in the gymnasium in two sections to have a view of the courtyard and a view of the forest;
- Replace metallic outside finishing by masonry.

WHEREAS the MEES is in the process of completing the technical advices;

WHEREAS the tender needs to be posted on SEAO no later than May 30, 2018 in order to be adopted by Council on June 26, 2018;

WHEREAS an email has been send by the MEES stating that we have fulfilled all the above recommendations;

WHEREAS our plans have an extra 90 square meters mostly in the mechanical room and in the hallways;

WHEREAS our calculations and estimations demonstrate that the budget will cover the cost of the extra square meters;

WHEREAS in the eventuality of an over cost due to this extra space, the school board may have to assume the cost;

IT WAS MOVED by Commissioner Brunke to authorize the Director of Buildings, Technology and Archives to go out to public tender for the construction of the gymnasium at Poltimore.

Carried unanimously

**C-17/18-176**

**Gymnasium – St Michael’s – MEES Technical Recommendations**

WHEREAS the resolution C-17/18-138 was authorizing the Director of Buildings to submit the St-Michael’s gymnasium plans to the MEES for technical validation;

WHEREAS the presentation was given on April 19, 2018 to the MEES;

WHEREAS all of the following technical recommendations have been applied:

- Replacement of the vinyl floor by linoleum;
- Replacement of the vinyl floor in the hallways and locker area with ceramic;
- Addition of more windows in the gymnasium;
- Modification of the roof tilt and modification of the water evacuation system.

WHEREAS the MEES is in the process of completing the technical advises;

WHEREAS the tender needs to be posted on SEAO no later than May 30, 2018 in order to be adopted by Council on June 26, 2018;

WHEREAS an email has been send by the MEES stating that we have fulfilled all the above recommendations;

WHEREAS our plans have an extra 164 square meters mostly in the construction of the stairs and hallways to connect the gymnasium to the existing building and in the locker area;

WHEREAS our calculations and estimations demonstrate that the budget will cover the extra square meters;

WHEREAS in the eventuality of an over cost due to this extra space, the school board may have to assume the cost;

IT WAS MOVED by Commissioner Dionne to authorize the Director of Buildings, Technology and Archives to go out to public tender for the construction of the gymnasium at St. Michaels.

Carried unanimously

**C-17/18-177**

**Educational Policy Committee Report – February 21, 2018**

IT WAS MOVED by Commissioner McCrank that the Council acknowledge receipt of the Educational Policy Committee minutes of February 21, 2018.

Carried unanimously

**C-17/18-178**

**Audit Committee Report – May 14, 2018**

IT WAS MOVED by Commissioner Dionne that the Council acknowledge receipt of the draft Audit committee minutes of May 14, 2018.

Carried unanimously

**C-17/18-179**

**Adjournment**

IT WAS MOVED by Commissioner Garbutt that the meeting be adjourned at 8:15 p.m.