

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

Minutes of the **Council of Commissioners** meeting held on September 25, 2018 at the Western Québec School Board, 15 rue Katimavik, Gatineau, Québec, at 7:00 p.m.

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

**Personnel:**

Director of Buildings, Technology, and Archives Mr. P. Proulx  
Director of Complementary Services L. Falasconi  
Director of Education S. Aitken

**REGRETS:** Commissioners Daly and Young

The Director General, M. Dubeau, the Assistant Director General / Director of Education, Adult Education and Vocational Training, R. Ahern, and the Secretary General M. Alain Gendron were also present.

**Call to Order:**

Chair Shea called the meeting to order at 7.07pm

**C-18/19-1**

**Adoption of Agenda**

IT WAS MOVED by Commissioner McCrank that the agenda be adopted as presented with the following modifications:

- That agenda item 10.4 be tabled until October 30 meeting
- That agenda item 13.5 be tabled until October 30 meeting

Carried Unanimously

**C-18/19-2**

**Approval of Minutes – June 26, 2018**

IT WAS MOVED by Commissioner Dionne that the minutes of a meeting held on June 26, 2018 be approved as circulated.

Carried Unanimously

**Chair's Report**

Chairman Shea began by recognizing the excellent effort of the community of the Western Quebec School Board in assuming leadership and responding to the tornado that impacted many of our communities as well as our families and students. He also spoke on his written report and touched on his summer participation in the National Trustee Gathering on Aboriginal Education.

**Director General's Report**

The Director General, M. Dubeau, began as well by personally thanking the tireless and exemplary work that the buildings department team has done to ensure a safe and secure return for all of our learners and staff impacted by the tornado.

He continued to speak on his report, more specifically, on Lab-École. The first meeting of the “Lab Ecole” committee happened at Pierre Elliot Trudeau Elementary School. PETES is one of 7 schools in the province that was given a “Lab Ecole” status. This exciting plan to build a school of the future in terms of nutrition, physical wellbeing, school design, and teaching/learning is truly inspiring. M. Dubeau invited the Director of Buildings, Technology, and Archives Mr. P. Proulx to give a short presentation on the Lab École project.

**C-18/19-3      Executive Committee Report – September 18, 2018**

IT WAS MOVED by Commissioner Guy that the Council acknowledge receipt of the draft Executive committee minutes of September 18, 2018.

Carried Unanimously

**C-18/19-4      Commitment to Success Plan 2018-2022**

IT WAS MOVED by Parent-Commissioner Boucher that the Council of Commissioners adopt the Western Québec School Board 2018-2022 Commitment to Success Plan with revisions as presented.

Carried Unanimously

**C-18/19-5      Rescind Resolution C-17/18-199 WQSB Complementary Insurance 2018 – 2019**

IT WAS MOVED by Commissioner Schaler that resolution C-17/18-199 be rescinded.

Carried Unanimously

**C-17/18-199      WQSB Complementary Insurance 2018 – 2019**

WHEREAS the WQSB's insurance with Intact Insurance is up for renewal July 1 2018;

WHEREAS the WQSB has joined the Collecto's ongoing Group Buy SAR235-2018 – Complementary Insurance for the 2018 – 2019 period;

WHEREAS the insurer is still Intact Insurance for the 2018 – 2019 period;

WHEREAS the Insurance Broker is Lemieux Ryan & Associés for the 2018 – 2019 period;

WHEREAS the cost of the insurances for the 2017 – 2018 period was \$102,913;

WHEREAS the cost of the 2018 – 2019 insurance coverage will remain the same as the 2017 – 2018 insurance coverage;

IT WAS MOVED by Commissioner Schaler that the invoice to be submitted by Lemieux Ryan & Associés be approved and that the Director General, Mr. Mike Dubeau, be mandated to sign any and all documents necessary to give full effect to this resolution.

Carried Unanimously

**C-18/19-6      WQSB Insurance**

WHEREAS the WQSB Insurance contract has been adapted by resolution #C-15/16-6;

WHEREAS the contract was awarded for one (1) year contract, with the possibility for two additional one-year extensions;

WHEREAS the contract was awarded to AON Risk Solutions;

WHEREAS the second one-year extension expired on June 30th 2018;

WHEREAS the Director of Buildings, Technology and Archives, P. Proulx recommends extending the contract for one additional year;

IT WAS MOVED by Commissioner Schaler that the Director of Buildings, Technology, and Archives Mr. P. Proulx extend the contract with AON Risk Solutions for one more year.

Carried Unanimously

**C-18/19-7 Rescind Resolution C-17/18-106 Election of a Security Officer**

IT WAS MOVED by Commissioner Egan that resolution **C-17/18-106** be rescinded.

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-18/19-8 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 Egan to name Mr. Alain Gendron, Secretary General, as the WQSB Security Officer.

Carried Unanimously

**C-18/19-9 Person Responsible for Access to Information**

WHEREAS M. Alain Gendron was assigned the role of Secretary General;

WHEREAS the Commission d'accès à l'information du Québec must receive notification of the change in the designated person responsible for access to information requests;

WHEREAS the Council of Commissioners is the highest ranking official in the case of a school board;

WHEREAS the Council of Commissioners wishes to designate M. Alain Gendron, Secretary General, as the responsible person for access to information requests;

IT WAS MOVED by Commissioner Guy that M. Alain Gendron, Secretary General, be made the designated person responsible for access to information requests in accordance with the law on access to information of Quebec;

Carried Unanimously

**C-18/19-10      Mesure 50626 – MB Project – Poltimore – Renovations of Student Washrooms – 17510B033 – contract modification over the 10% Threshold**

WHEREAS the resolution number C-17/18-152 carried on April 24, 2018 authorizing a contract in the amount of \$149,999 excluding taxes for the project named above;

WHEREAS three modifications have been approved for a total of \$3,950 for asbestos removal, hand dryer and additional conduit for the door access system;

WHEREAS two other modifications are needed: one on the infrastructure in the amount of \$9,300 to bring the infrastructure up to code and the second in the amount of \$1,600 to pass a water line for the gymnasium;

WHEREAS these modifications total \$14,850 representing 9.9% of the contract value;

WHEREAS the Director General has the delegation of power to sign contract modification up to 10% of the contract value as per our delegation of power;

WHEREAS in accordance to the article 17 of the Act Respecting Contracting by Public Bodies, any modification over 10% must be approved by the Council of Commissioners;

WHEREAS during the demolition we discovered that the roof insulation was made of Urea-Formaldehyde (MIUF) representing health concerns;

WHEREAS a cost analysis is in progress for the removal of this insulation and to be replaced by another type of insulation;

WHEREAS this will bring the total of modifications over the 10% threshold;

WHEREAS touching the infrastructure can lead to new modifications;

WHEREAS a pre-authorization is requested to allow the Director General to approve other modifications up to 20% of the contract cost;

WHEREAS the Council of Commissioners will be informed of any other future modifications;

WHEREAS a report will have to be completed for the Treasury Board (Annex 2) justifying the total modifications over the 10% threshold;

WHEREAS the Contract Rules Compliance Monitor, Leanne Gray, the Procurement Officer, Alain Gendron, the Director of Buildings and the Director General recommend this special authorization;

WHEREAS a straw vote was held, by email, and majority support from Commissioners was communicated to the Chair;

WHEREAS authorisation was given to proceed with the required change order;

IT WAS MOVED by Parent-Commissioner Boucher to authorize the Director General to approve the contract modifications for the project in title up to 20% of the contract cost.

Carried Unanimously

C-18/19-11

**Capital Project – Salle de classe EHDAA – Lord Aylmer Senior Campus - Project #18510A005**

WHEREAS by Resolution C-17/18-193, dated June 26 2018, the Director of Buildings, Technology and Archives was authorized to sign all contracts during the Summer months and present all approved and awarded projects at council in September 2018;

WHEREAS the need to integrate students in the Lord Aylmer Center by August 28th 2018;

WHEREAS the evaluation of the project by professionals was estimated below the \$100,000.00 threshold for public tender;

WHEREAS four (4) construction companies were invited to submit a bid;

WHEREAS the lowest bid received is over the \$100,000 threshold;

WHEREAS according to regulations and policies, a tender over the \$100,000.00 threshold should be done by public tender;

WHEREAS a public call for tender needs to be published for a minimum of 15 days meaning that, the project will not be completed in a timely manner;

WHEREAS the Procurement Officer, the RARC, the Director of Buildings, Technology and Archives agree to use the tender by invitation for the project mentioned above;

WHEREAS the Treasury Board confirmed that, there is no need to go back to a public tender, provided that our cost estimates are realistic;

WHEREAS an invitation for tenders has been made for the above-mentioned project;

WHEREAS the following persons and/or businesses were invited

Industries CAMA

9942505 Canada Inc – Construction ECHO Inc.

JC 2000

Amor Construction

WHEREAS the following 2 tenders were received and recorded:

Industries CAMA	\$119,890
9942505 Canada Inc - Construction ECHO Inc.	\$127,030

WHEREAS the lowest bid is conformed;

WHEREAS a straw vote was held, by email, and majority support from Commissioners was communicated to the Chair;

WHEREAS authorisation was given to proceed with the awarding of the contract and to bring forward this resolution at the September council meeting;

IT WAS MOVED by Commissioner Larventz that the bid submitted by Industries CAMA, in the amount of \$119,890 excluding taxes 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-18/19-12 Public Call for Tenders – Mesure 50511 – New Gymnasium – Poltimore - #18510B001**

WHEREAS a second public call for tender has been done in accordance with resolution #C-17/18-198;

WHEREAS the MEES has allocated \$2,789,385.00 including professional fees and taxes;

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

ACQ – Région de l’Outaouais  
Armatures Bois-Francis Inc. (ABF)  
Boless Inc.  
Bouladier Entrepreneur Général (4138961 Canada Inc.)  
Construction G.M.R. Associés Inc.  
Défi Construction & Fils 7256655 Canada Inc.  
DLS Construction Inc.  
Industries CAMA  
JACO 6238009 Canada Inc.  
LCC & Associés Canada Inc.  
Les Entreprises Ma-Mi Inc.  
Mécanique MAP Inc.

WHEREAS the following 3 tenders were received and recorded:

Défi Construction et Fils	\$1,747,276.00
Groupe GMR Construction Inc.	\$1,843,000.00
Bouladier Entrepreneur Général	\$2,348,858.01

WHEREAS the lowest bid is conformed;

IT WAS MOVED by Commissioner Brunke that the bid submitted by Défi Construction et Fils, in the amount of \$1,747,276.00 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 documents necessary to give full effect to this

Carried Unanimously

**C-18/19-13 Rehabilitation of the North Exit – Centre l’Envol - Project #17510A015**

WHEREAS by Resolution C-17/18-193, dated June 26 2018, the Director of Buildings, Technology and Archives was authorized to sign all contracts during the Summer months and present all approved and awarded projects at council in September 2018;

WHEREAS an invitation for tenders has been made for the above-mentioned project;

WHEREAS the following persons and/or businesses were invited;

Les Constructions NG Roy Inc  
Construction Martel  
Construction Laray  
Construction Triax

WHEREAS the following tender was received and recorded:

Les Constructions NG Roy Inc.	\$78,264.44
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WHEREAS the bid is conformed;

IT WAS MOVED by Commissioner Dionne that the bid submitted by Les Construction NG Roy Inc., in the amount of \$78,264.44 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 documents necessary to give full effect to this resolution.

Carried Unanimously

**C-18/19-14 Public Call for Tenders - Replacement of Generator – St. John’s Elementary School – Project #17510B037**

WHEREAS by Resolution C-17/18-193, dated June 26 2018, the Director of Buildings, Technology and Archives was authorized to sign all contracts during the Summer months and present all approved and awarded projects at council in September 2018;

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;

Bristol View Enterprises Electrical  
DLS Construction Inc.  
Gestion DMJ Entrepreneur Général  
Innovélec  
Les Entreprises Électriques B.L. (1996) Inc.  
Les Entreprises Ma-Mi Inc.  
Systèmes Urbains Inc.

WHEREAS the following 4 tenders were received and recorded:

Gestion DMJ	\$147,007.00
Gannon/Blackburn Electric Inc.	\$149,800.00
Systèmes Urbains Inc.	\$168,997.93
DLS Construction Inc.	\$188,000.00

WHEREAS the lowest bid is conformed;

WHEREAS resolution # C-17/18-193 stipulated that the estimated cost would be \$60,000 which represents the replacement of the entire unit;

WHEREAS the regulations don't allow us to have an internal generator and the difference between the bids and the estimation is the cost of the new electrical infrastructure and the outside physical infrastructure;

WHEREAS the cost has been validated by the professionals;

IT WAS MOVED by Commissioner McCrank that the bid submitted by Gestion DMJ, in the amount of \$147,007.00 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 documents necessary to give full effect to this resolution.

Carried Unanimously

**C-18/19-15 Public Call for Tenders – Upgrading the Digital Controls (DDC/HVAC) Controls – Western Québec School Board – Project #175510B034**

WHEREAS by Resolution C-17/18-193, dated June 26 2018, the Director of Buildings, Technology and Archives was authorized to sign all contracts during the Summer months and present all approved and awarded projects at council in September 2018;

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;

Regulvar Inc.

WHEREAS the following tender was received and recorded:

Regulvar Inc.	\$85,000
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WHEREAS the bid is conformed;

IT WAS MOVED by Parent-Commissioner Davis that the bid submitted by Regulvar Inc., in the amount of \$85,000 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 documents necessary to give full effect to this resolution.

Carried Unanimously

**C-18/19-16 Public Call for Tenders – Demolition of Chalet – Wakefield Elementary School - Project #18510B003**

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;

176026 Canada Inc. Amor Construction  
ACQ – Région de l'Outaouais  
Construction G.M.R. Associés Inc.  
Defran Inc.  
DLS Construction  
Industries CAMA



JACO 6238009 Canada Inc.  
Les Constructions Lovail Inc.

WHEREAS the following 5 tenders were received and recorded:

Groupe GMR Construction Inc.	\$140,300
Industries CAMA Inc.	\$159,822
Defran Inc.	\$197,222
Amor Construction	\$205,065
DLS Construction Inc.	\$218,400

WHEREAS the lowest bid is conformed;

WHEREAS the bid is over budget;

WHEREAS the scope of the project was to keep the foundation since it is currently needed to house the geothermal system;

WHEREAS a revision of the scope is currently being reviewed by our professionals to evaluate the cost of potentially moving the geothermal system into the school;

WHEREAS it is recommended to decline the lowest bid;

IT WAS MOVED by Commissioner Dionne that the bid submitted by Groupe G.M.R. Construction Inc. be refused.

Carried Unanimously

**C-18/19-17    Embellissement des cours d'école – Outdoor Classroom – Chelsea Elementary School – Project #18510A006**

WHEREAS in accordance with resolution #C-17/18-194, this project has been reviewed and divided into two sub-projects (excavation and construction stage);

WHEREAS an invitation for tenders has been made for the excavation portion of the project;

WHEREAS the following persons and/or businesses were invited;

Ronald O'Connor Inc.  
Rob Syl  
Les Fermes Renaud

WHEREAS the following tender was received and recorded:

Ronald O'Connor Inc.	\$74,400
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WHEREAS the bid is conformed;

WHEREAS the amount exceeds the total budget allocation;

WHEREAS a third thorough revision is currently being assessed;

WHEREAS it is recommended to refuse the lowest conformed bid;

IT WAS MOVED by Commissioner Garbutt that the bid submitted by Ronald O'Connor Inc. be refused.

Carried Unanimously

**C-18/19-18 Lait École – 2019-2021 (avec option de deux périodes de renouvellement de douze mois)**

La Commission scolaire Western Québec mandate la Fédération des commissions scolaires du Québec (FCSQ) pour qu'elle procède en son nom à l'appel d'offres regroupé provincial concernant l'achat de lait-école pour l'année scolaire 2019-2021 (avec option de deux périodes de renouvellement de douze mois).

Elle s'engage à respecter le contrat-cadre liant la FCSQ et le fournisseur retenu. En conséquence, elle ne peut décider d'opter pour un autre fournisseur ou de négocier des prix séparés pour elle-même.

IL A ÉTÉ PROPOSÉ PAR le commissaire McCrank que la résolution de mandater au nom de la Commission scolaire Western Québec la Fédération des commissions scolaires du Québec (FCSQ) afin d'aller en appel d'offres pour le Lait École-2019-2021(avec option de deux périodes de renouvellement de douze mois) soit approuvée.

Carried Unanimously

**Summer Projects**

The Director of Buildings, Technology, and Archives Mr. P. Proulx reported on the ongoing summer projects to council. He presented to the commissioners a project dashboard which allowed them to visualize the status of each project and their estimated end dates.

**C-18/19-19 Special Education Advisory Committee (SEAC) Composition**

IT WAS MOVED by Parent-Commissioner Davis that the proposed composition of membership for the Special Education Advisory Committee (SEAC) be approved for the 2018-2019 school year.

Carried Unanimously

**C-18/19-20 Affiliation au Réseau du Sport Étudiant du Québec en Outaouais**

IL EST PROPOSÉ PAR LE COMMISSAIRE Guy et résolu que la Commission scolaire Western Québec paie une affiliation de 0,71 \$ basée sur un critère PER CAPITA de la population scolaire de la commission scolaire et ce au 30 septembre de l'année scolaire en cours. Cette affiliation symbolise la reconnaissance de la commission scolaire aux buts que poursuit le Réseau du sport étudiant du Québec en Outaouais conformément aux lettres patentes de cette dernière.

Carried Unanimously

**C-18/19-21 La Délégation au Réseau du Sport Étudiant du Québec en Outaouais**

IL EST PROPOSÉ PAR LA COMMISSAIRE-PARENT Boucher et résolu que le conseil de la Commission scolaire Western Québec mandate Matt Greer à titre de délégué auprès du Réseau du sport étudiant du Québec en Outaouais. Le mandat de cette délégation sera essentiellement en rapport avec le programme d'activités que le RSEQ Outaouais a soumis à notre attention, À cet effet, il est officiellement mandaté pour participer au processus de décision de ladite association et donner suite à la décision prise, conformément aux procédures établies dans notre commission scolaire.

Carried Unanimously

**C-18/19-22 Affiliation au Réseau du sport étudiant du Québec (Abitibi-Témiscamingue)**

IL EST PROPOSÉ PAR LE COMMISSAIRE Dionne que la Commission scolaire Western Québec paie une affiliation de base de 600 \$, en plus d'une cotisation de 0,35 \$ per capita pour la clientèle primaire et secondaire de la commission scolaire, et ce, au 30 septembre 2017, pour un total de 752,25 \$ (435 élèves). Cette affiliation symbolise la reconnaissance de la commission scolaire aux buts que poursuit le Réseau de sport étudiant du Québec Abitibi-Témiscamingue, conformément aux lettres patentes de cette dernière.

Carried Unanimously

**C-18/19-23 Autobus Outaouais approval of contract sale or transfer**

WHEREAS by its resolution number C-16/17-218 adopted June 27, 2017, the WQSB awarded Autobus Outaouais a five-year school transportation contract;

WHEREAS, as further detailed in a letter dated September 17, 2018, a copy of which has been communicated to the members of Council, Autobus Outaouais has informed the WQSB of its intention to sell or transfer a portion of its contract; 46 circuits, to the following entities:

Baie Transport inc.  
Bigras Transport inc.  
Autobus LaSalle inc.

WHEREAS under the terms set out in its contract, Autobus Outaouais must obtain the WQSB's approval before proceeding to such a sale or transfer;

WHEREAS the WQSB is not aware of any reasonable motive that could justify not granting its approval;

IT WAS MOVED by Commissioner Labadie that the sales or transfers outlined in Autobus Outaouais' September 17, 2018 letter to the WQSB be approved.

Carried Unanimously

**C-18/19-24 Composition of Governing Board Maniwaki Woodland School**

WHEREAS the student population has increased significantly since the present WQSB's allotment of Governing Board was decided;

WHEREAS Maniwaki Woodland School's Principal requests that the number of parent participants on the Governing Board be increased from 4 to 6;

That the number of teacher participants on the Governing Board be increased from 2 to 3;

That the number of support staff participants on the Governing Board be increased from 1 to 2;

That the number of professional staff participants on the Governing Board be increased from 0 to 1;

IT WAS MOVED by Parent-Commissioner Boucher that, as recommended by the Principal of Maniwaki Woodland School, the composition of the Governing Board be as follows: **6 parents, 3 teachers 2 support staff and 1 professional.**

Carried Unanimously

**C-18/19-25 Motion to move into Camera**

IT WAS MOVED by Commissioner Dionne that the Council moves into Camera.

Carried unanimously

**C-18/19-26 Motion to move out of Camera**

IT WAS MOVED by Commissioner Guy that the Council moves out of Camera.

Carried unanimously

**C-18/19-27 Designation of a webmaster and an external administrator**

WHEREAS the agreement in principle was concluded on June 28th 2018, between the Representative and the school boards, entitled “Transaction dans le cadre de l’action collective en dommages et intérêts compensatoires des frais pour des services éducatifs et pour l’achat de matériel scolaire” (hereinafter the « Agreement »);

WHEREAS the judgment rendered by the Quebec Superior Court on July 30th, 2018, approved the Agreement;

WHEREAS the Agreement provides for the designation of a webmaster as per Section 4.5 of the Agreement;

WHEREAS the school board must decide whether it shall self-administer or whether it shall designate an external administrator as per Section 4.1 of the Agreement;

WHEREAS the designation of the webmaster, the external administrator and the external auditor, as the case may be, shall be subject to endorsement by the Quebec Superior Court within forty-five (45) days of the judgment as per Section 4.7 of the Agreement, that is, no later than October 15th, 2018;

WHEREAS the court shall endorse, on October 12th 2018, the choice of webmaster, external administrator and external auditor, as the case may be, as provided in Paragraph 145 of the Quebec Superior Court judgment of July 30th 2018;

WHEREAS the webmaster, the external administrator and the external auditor shall report to the Quebec Superior Court on their specialized work in the context of the implementation of the Agreement, in particular with regard to Sections 7.2, 7.3, 8.1 and 8.2, thus acting as an expert witness of the court;

WHEREAS Paragraph 146 of the Quebec Superior Court judgment of July 30th 2018, ordering that the webmaster and the auditor be designated in accordance to the Agreement and that the administrator referred to in Subsection 4.2.1 of the Agreement comply with the terms of the Agreement;

WHEREAS Section 42.1 of the Regulation respecting certain service contracts of public bodies (RLRQ c. C-65.1, r.4), provides that a service contract may be entered into by mutual agreement in such circumstances;

WHEREAS the Regulation respecting the delegation of powers and the Policy regarding the awarding of supply, services and construction contracts and the possibility for the Council of Commissioners to derogate from them for specific cases;

WHEREAS there are exceptional circumstances in this matter;

WHEREAS the precise amount of services remains an approximation and could fall below the public tender threshold;

WHEREAS there is an offer of services from Collectiva services en recours collectifs inc.;

WHEREAS there is an offer of service from Société GRICS;

IT WAS MOVED by Commissioner Dionne to:

RETAIN the firm Collectiva services en recours collectifs inc. as webmaster;

RETAIN the firm Collectiva services en recours collectifs inc. as external administrator;

RETAIN the services of Société GRICS;

AUTHORIZE the Director General and the Chairman to sign any document that may give effect hereto.

**C-18/19-28**

**Adjournment**

IT WAS MOVED by Commissioner Larventz that the meeting be adjourned at 8:44 p.m.