

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

Minutes of the **Council of Commissioners** meeting held on January 29, 2019 at the Western Québec School Board, 15 rue Katimavik, Gatineau, Québec, at 7:00 p.m.

**PRESENT:** Vice-Chair Guy, Commissioners Brunke, Daly, Dionne, Egan, McCrank, Schaler, Labadie, Larventz, Young and Parent-Commissioners, Boucher, Davis and Cornforth.

**Personnel:**

Director of Buildings, Technology, and Archives Mr. P. Proulx  
Director of Complementary Services L. Falasconi  
Director of Human Resources Mr. Terry Kharyati  
Director of Education S. Aitken  
Director of Finance Sandra Cox

**REGRETS:** Commissioner Garbutt and Parent-Commissioner Greg Brennan

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

**Call to Order:**

Vice-Chair Guy called the meeting to order at 7.06pm

**C-18/19-94 Adoption of Agenda**

IT WAS MOVED by Commissioner Labadie that the agenda be adopted as presented with the modification that the In-Camera Session: Request for Reconsideration be moved to agenda item 2.2.

Carried Unanimously

**Public Participation**

Brian Rock spoke on the newly formed COFFEE-WQ

**C-18/19-95 Replacement of the Position of Chairperson of the Western Québec School Board**

WHEREAS the passing of Chairman James Shea has left the position of Chairperson of the Western Québec School Board vacant;

WHEREAS the vacant position of Chairperson has to be filled within 30 days in accordance with section 199 of the Act Respecting School Elections;

WHEREAS section 3 of An Act to defer the next general school election and to allow the Government to provide for the use of a remote voting method provides for the Council of Commissioners to fill vacancies as per section 199 of the Act Respecting School Elections;

WHEREAS the Council of Commissioners approved resolution #C-18/19-92, initiating the call for nominations for candidates to submit

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their interest, in accordance with the Replacement Procedure of a Vacant Commissioner's Position;

WHEREAS the Parents' Committee was consulted on January 21, 2019 and criteria was received and shared with the Council of Commissioners;

WHEREAS a new Chairperson must be appointed no later than February 15, 2019;

WHEREAS only one application was received for the position of Chairperson;

WHEREAS the Council of Commissioners wished to prioritize the filling of the position of Chairperson prior to potential vacant Commissioner seats;

IT WAS MOVED BY Parent-Commissioner Boucher that the Council of Commissioners of the Western Québec School Board appoint Mr. Alain Guy as Chairperson of the Council of Commissioners of the Western Québec School Board effective immediately.

For: 11

Abstention: 1

Motion carried

**C-18/19-96 Creation of a Selection Committee**

WHEREAS a selection committee composed of at least 5 commissioners, including at least one Parent-Commissioner, wishing to participate in the review of external applications for the position of vacant commissioner's seat is formed;

WHEREAS the selection committee has the mandate to make recommendations to the Council of Commissioners meeting scheduled on or before DAY 30;

IT WAS MOVED by Commissioner Daly that the selection committee be composed of the following commissioners:

- Heather Egan
- Joanne Labadie
- Rhonda Boucher
- Matthew Larventz
- Andrew Cornforth

Carried Unanimously

**C-18/19-97 Motion to move into Camera**

IT WAS MOVED by Commissioner Larventz that the meeting move in-camera.

Carried Unanimously

**C-18/19-98 Motion to move out of Camera**

IT WAS MOVED by Parent-Commissioner Davis that the meeting move out of in-camera.

Carried Unanimously

**C-18/19-99 Request for Reconsideration**

IT WAS MOVED by Commissioner Daly that Council uphold the decision made for student #0094367 and deny the appeal.

Carried Unanimously

**C-18/19-100 Approval of Minutes – November 27, 2018**

IT WAS MOVED by Parent-Commissioner Davis that the minutes of a meeting held on November 27, 2018 be approved as circulated.

Carried Unanimously

**C-18/19-101 Approval of Minutes – Special- January 15, 2019**

IT WAS MOVED by Commissioner Larventz that the minutes of a special meeting held on January 15, 2019 be approved as circulated.

Carried Unanimously

**Director General's Report**

The Director General, M. Dubeau, read a tribute to the late Chairman James Shea:

Dear Council of Commissioners,

Already two years has passed since I was given the honour to be selected your Director General. Throughout these past 24 months the learning has been both exciting and challenging. All through this time, I have been privileged to have a wise and trusted voice of reason to guide me through the highs and lows of leading such a dynamic organization as ours. That voice, that sage, was our Chairman James Shea.

His sudden passing has left us grieving the loss of not only an engaging and experienced leader, but also of a mentor and a friend.

Jim was a life long educator who never lost sight of what really mattered and continually reminded all of us of our collective purpose – To provide the best possible educational and social experience for our students. I can still hear his questioning voice “if it’s not for the students, then why are we doing it?”

He truly enjoyed his role as Chairman of the school board, and he excelled at it. He led us with dignity and grace, with patience and compassion, and most importantly with a belief that we can always do things better for our students and staff.



I will miss Jim as I'm sure you all will. I count myself as a very fortunate educator, one that has been mentored and led by a true leader. I'm confident that his legacy will continue to live on in each of us as evidenced in the work we do in our schools/centres and communities.

Thank you Jim - Adieu,

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- C-18/19-102 Annual Report 2017-2018**  
IT WAS MOVED by Commissioner Brunke that the Annual Report 2017 - 2018 be received as presented.  
Carried Unanimously
- C-18/19-103 Executive Committee Report – January 22, 2019**  
IT WAS MOVED by Commissioner Daly that the Council acknowledge receipt of the draft Executive Committee minutes of January 22, 2019.  
Carried Unanimously
- C-18/19-104 Rescind Resolution C-17/18-107 Election of two Incident Managers**  
IT WAS MOVED by Parent-Commissioner Davis that resolution C-17/18-107 be rescinded.  
Carried Unanimously
- C-18/19-105 Election of Two (2) 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. Stewart Aitken, Director of Education and Mr. David Carle, Security Analyst as the two Incident Managers for WQSB.  
Carried Unanimously
- C-18/19-106 Rescind Resolution C-18/19-7 Election of a Security Officer**  
IT WAS MOVED by Commissioner Egan that resolution C-18/19-7 be rescinded.  
Carried Unanimously
- C-18/19-107 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 Dionne to name Mr. Pascal Proulx, Director of Buildings, Technology and Archives as WQSB Security Officer.  
Carried Unanimously

**C-18/19-108 Group Buying Program – Collecto – Photocopiers**

WHEREAS the contract for all the photocopiers of the WQSB schools and board office will end in November 2019;

WHEREAS the WQSB is requesting to participate in the “Group Buying Program” through Collecto;

WHEREAS the new contract would start March 15<sup>th</sup> 2019 to March 31<sup>st</sup> 2022 with an option of one additional year;

WHEREAS the contract will be given to one or several suppliers whose bids are either the lowest or within the 10% threshold;

IT WAS MOVED by Parent-Commissioner Cornforth that the WQSB proceed with the participation of the “Group Buying Program” through Collecto, and that the Director General, Mr. Mike Dubeau, be authorized to sign all documents necessary to give full effect to this resolution.

Carried Unanimously

Commissioner McCrank left at 8:49pm

**C-18/19-109 Group Buying Program – Collecto – Microsoft Licenses**

WHEREAS the contract for WQSB for the Microsoft Licenses will expire in June 2019;

WHEREAS the WQSB is requesting to participate in the “Group Buying Program” through Collecto;

WHEREAS the new contract would start June 2019 to June 2020 with an option of 2 additional years;

IT WAS MOVED by Parent-Commissioner Boucher that the WQSB proceed with the participation of the “Group Buying Program” through Collecto, and that the Director of Buildings, Technology and Archives, Mr. Pascal Proulx be authorized to sign all documents necessary to give full effect to this resolution.

Carried Unanimously

**C-18/19-110 Lab École – Negotiations with the City of Gatineau**

WHEREAS the City of Gatineau has expressed interest in entering into an agreement with WQSB to contribute towards the additional square meters of a gymnasium at Pierre Elliott Trudeau Elementary School;

IT WAS MOVED by Commissioner Schaler that the Director of Buildings, Technology and Archives, Mr. Pascal Proulx be authorized to start the negotiation with the City of Gatineau.

Carried Unanimously

**C-18/19-111 Additional MB Project – Centre L’Envol – Main Entrance Doors & Stairs – Mesure 50621**

WHEREAS a structural issue has been identified at Centre L’Envol;

WHEREAS the project is evaluated at \$200,000;

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WHEREAS the WQSB has received \$850,000 for the Interior Renovations Phase I at HAEC;

WHEREAS a reevaluation of the HAEC MB Project has been completed;

WHEREAS it is feasible to reduce the allocated budget by \$200,000 and transfer this amount to Centre L'Envol;

WHEREAS an official request needs to be submitted to the MEES for approval;

IT WAS MOVED BY Commissioner Young;

- To reduce the budget of HAEC by \$200,000;
- To add a new project at Centre L'Envol to fix the structural issues;
- To submit the request to the MEES.

Carried Unanimously

**C-18/19-112 Additional MB Projects – Noranda (Third Floor Washrooms) – Lord Aylmer Junior (Roof) – Measure 50625**

WHEREAS the shingles at Lord Aylmer Junior need to be replaced;

WHEREAS the project at Lord Aylmer Junior is evaluated at \$160,000;

WHEREAS the washrooms on the third floor of Noranda school need to be modified to fulfill future needs;

WHEREAS the project at Noranda is evaluated at \$130,000;

WHEREAS the WQSB has received \$1,500,000 for the interior renovations Phase I at Pontiac High School;

WHEREAS the buildings department has revised the scope of the project at Pontiac High to reduce the risk of delays;

WHEREAS it is feasible to reduce the allocated budget by \$290,000 and transfer \$160,000 to Lord Aylmer Junior and \$130,000 to Noranda school;

WHEREAS an official request needs to be submitted to the MEES for approval;

IT WAS MOVED BY Commissioner Egan;

- To reduce the budget of Pontiac High School by \$290,000;
- To add a new project at Lord Aylmer Junior to repair the roof;
- To add a new project at Noranda to modify the washrooms on the 3rd floor;
- To submit the requests to the MEES.
- To prioritize \$290 000 for Pontiac High School for the year 2019-2020;

Carried Unanimously

- C-18/19-113 Memorial for Mr. James Shea and Mr. Paul Lamoureux**  
WHEREAS a recommendation has been brought to the management team and the HR Committee and agreed by the parties to name the synthetic field at Darcy/Symmes in honor of the late James Shea & Paul Lamoureux;  
WHEREAS the synthetic field is the property of the City of Gatineau;  
WHEREAS an official request needs to be sent to the City of Gatineau to start the process;  
IT WAS MOVED by Commissioner Brunke that the Director of Buildings, Technology and Archives, Mr. P. Proulx be authorized to work with the City of Gatineau to recommend naming the synthetic field in honor of the late James Shea and Paul Lamoureux.  
Carried Unanimously
- C-18/19-114 Special Education Advisory Committee Report (SEAC) – November 5, 2018**  
IT WAS MOVED by Parent-Commissioner Davis that the Council acknowledge receipt of the approved November 5, 2018 minutes as circulated.  
Carried Unanimously
- C-18/19-115 Transportation Committee Report – December 19, 2018**  
IT WAS MOVED by Commissioner Labadie that the Council acknowledge receipt of the draft Transportation Ctee minutes of December 19, 2018.  
Carried Unanimously
- C-18/19-116 Mileage Adjustment 2018/2019 – Autobus Outaouais**  
IT WAS MOVED by Commissioner Daly that as recommended by the Transportation Committee, the mileage adjustment increase for Autobus Outaouais in the amount of \$7,529.12 for the 2018/2019 school year be approved.  
Carried Unanimously
- C-18/19-117 Mileage Adjustment 2018/2019 – Baie Transport**  
IT WAS MOVED by Commissioner Labadie that as recommended by the Transportation Committee, the mileage adjustment increase for Baie Transport in the amount of \$2,836.51 for the 2018/2019 school year be approved.  
Carried Unanimously
- C-18/19-118 Mileage Adjustment 2018/2019 – Bigras Transport**  
IT WAS MOVED by Commissioner Labadie that as recommended by the Transportation Committee, the mileage adjustment decrease for Bigras Transport in the amount of \$12,104.31 for the 2018-2019 school year be approved.  
Carried Unanimously

- C-18/19-119 Mileage Adjustment 2018/2019 – Autobus LaSalle**  
IT WAS MOVED by Commissioner Egan that as recommended by the Transportation Committee, the mileage increase adjustment for Autobus LaSalle in the amount of \$16,247.64 for the 2018-2019 school year be approved.
- Carried Unanimously
- C-18/19-120 One-year contract - Autobus Outaouais Inc.**  
IT WAS MOVED by Parent-Commissioner Davis that the one-year contract negotiated with Autobus Outaouais in the amount of \$75,993.62 be recommended to Council for approval.
- Carried Unanimously
- C-18/19-121 One-year contract - Autobus LaSalle Inc.**  
IT WAS MOVED by Parent-Commissioner Boucher that as recommended by the Transportation Committee the one-year contract negotiated with Autobus LaSalle in the amount of \$ 202,377.67 be approved.
- Carried Unanimously
- C-18/19-122 One-year contract – Baie Transport Inc.**  
IT WAS MOVED by Commissioner Brunke that as recommended by the Transportation Committee the one-year contract negotiated with Baie Transport in the amount of \$54,293.98 be approved.
- Carried Unanimously
- C-18/19-123 One-year contract – Bigras Transport Inc.**  
IT WAS MOVED by Commissioner Schaler that as recommended by the Transportation Committee the one-year contract negotiated with Bigras Transport in the amount of \$90,704.35 be approved.
- Carried Unanimously
- C-18/19-124 Parents Committee Report – January 21, 2019**  
IT WAS MOVED by Parent-Commissioner Boucher that the council acknowledge receipt of the draft Parents' Committee minutes of January 21, 2019
- Carried Unanimously
- C-18/19-125 Appointment of representatives on the Transportation Committee of Commission scolaire des Hauts-Bois-de-l'Outaouais**  
IT WAS MOVED by Parent-Commissioner Davis that Commissioners Dionne and Boucher be appointed as representatives on the Transportation Committee of Commission scolaire des Hauts-Bois-de-l'Outaouais
- Carried Unanimously



**C-18/19-126 Appointment of representatives on the Transportation Committee of Commission scolaire de l'Or-et-des-Bois**

IT WAS MOVED by Commissioner Egan that Commissioners Young and Boucher be appointed as representatives on the Transportation Committee of Commission scolaire de l'Or-et-des-Bois.

Carried Unanimously

**C-18/19-127 Appointment of representatives on the Transportation Committee of Commission scolaire de Rouyn-Noranda**

IT WAS MOVED by Commissioner Brunke that Commissioners Young and Boucher be appointed as representatives on the Transportation Committee of Commission scolaire de Rouyn-Noranda.

Carried Unanimously

**C-18/19-128 Appointment of representatives on the Transportation Committee of Commission scolaire du Lac-Témiscamingue.**

IT WAS MOVED by Commissioner Labadie that Commissioner Young be appointed as representative on the Transportation Committee of Commission scolaire du Lac-Témiscamingue.

Carried Unanimously

**C-18/19-129 Adjournment**

IT WAS MOVED by Parent-Commissioner Boucher that the meeting be adjourned at 9:20 p.m.