

PROVINCE OF QUÉBEC
Western Québec School Board

Minutes of the **Council of Commissioners** meeting held on June 25, 2019 at the Western Québec School Board, 15 rue Katimavik, Gatineau, Québec, at 7:00 p.m.

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

Personnel:

Director of Complementary Services L. Falasconi
Director of Finance S. Cox
Director of Education S. Aitken

REGRETS: Commissioner Garbutt, Director of Buildings, Technology, and Archives Mr. P. Proulx, and Director of Human Resources T. Kharyati

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

Public Participation

Jennifer Dubeau, Director of the Pontiac Adult Education Centre introduced three of the Centre's health care teachers, Suzanne Poirier, Heidi Hall, and Kim Greene who, along with students from the centre, recently completed a 10-day humanitarian health care mission to the Dominican Republic.

The teachers proceeded to present to Council their mission.

Call to Order:

Chair Guy called the meeting to order at 7:35 pm

C-18/19-225 Adoption of Agenda

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

Carried Unanimously

C-18/19-226 Approval of Minutes – May 28, 2019

IT WAS MOVED by Commissioner Egan that the minutes of a meeting held on May 28, 2019 be approved as circulated.

Carried Unanimously

Chair's Report

Chair Guy presented his written report. Topics discussed included:

- The end of the record flooding situation

- Pierre Elliott Trudeau Elementary School's fourth POW-WOW on May 31, 2019
- Onslow Elementary School's swearing-in ceremony of the Public Security Service of the MRC des Collines-de-l'Outaouais on June 4, 2019
- The WQCC 2019 graduation ceremony
- A posthumous tribute to our past Chair Mr. Jim Shea by the 'Table Éducation Outaouais'
- Nomination by the Minister of Education Mr. Roberge to a position on the Board of Governors at Heritage College
- Commissioner attendance to various graduations

Director General's Report

The Director General, M. Dubeau, presented his written report. Topics discussed included:

- Resource Allocation Committee
- 2019-2020 Management Staffing Plan
- Lab-École Update, Budget and Scope History

C-18/19-227 St. Michael's Boundary Consultation

WHEREAS there are presently no transportation boundaries for St. Michael's High School;

WHEREAS all other schools have transportation boundaries except those high schools in proximity of St. Michael's High School;

WHEREAS all schools in the Western Quebec School Board should have established transportation boundaries to maximize the efficiency of the transportation system;

WHEREAS any transportation boundary put into effect must ensure a viable school population;

WHEREAS the Planning and Review Committee recommends that Council mandate the administration to begin a public consultation process;

IT WAS MOVED by Commissioner Dionne that, as recommended by the Planning and Review Committee, the administration be mandated to begin a public consultation process with respect to the implementation of a transportation boundary for St. Michael's High School;

For: 13

Against: 1

Motion carried

C-18/19-228 Director General Contract Modification

WHEREAS by its resolution C-16/17-65 passed November 29, 2016, the Western Québec School Board's Council of Commissioners appointed Mr. Mike Dubeau as its Director General for a five (5) year term, effective January 1st, 2017;

WHEREAS since his appointment, the Director General has met or exceeded the expectations and objectives established for his performance, as reflected in his most recent performance evaluation;

WHEREAS the Director General's working conditions are set out in the *Regulation Respecting the Conditions of Employment of Senior Management Staff of School Boards*;

WHEREAS both the Western Québec School Board and the Director General agree that the appointment of the Director General should be for an indeterminate term, effective July 1st, 2019;

IT WAS MOVED by Commissioner Egan that, as recommended by the Executive Committee, the appointment of Mr. Mike Dubeau as Director General of the Western Québec School Board become, as of July 1st, 2019, for an indeterminate term, and that the Chairman, Mr. Alain Guy, be mandated to sign any and all documents necessary to reflect this modification.

Carried Unanimously

C-18/19-229 Hiring of Administrators – Summer Period

IT WAS MOVED by Commissioner Daly that the normal formalities be waived to accommodate any possible need to fill new administrative postings as soon as possible, on the condition that the Director General notify all commissioners when assignments are finalized.

Carried Unanimously

C-18/19-230 Executive Committee Report – June 18, 2019

IT WAS MOVED by Commissioner Brunke that Council acknowledge receipt of the draft Executive Committee minutes of June 18, 2019.

Carried Unanimously

The Assistant Director General / Director of Education, Adult Education/Vocational Training, R. Ahern, along with Centre Director Jennifer Dubeau presented the Adult & Vocational Education Strategic Plan.

The Director of Education S. Aitken followed with a presentation on the WQSB Track & Field Meet 2019 and thanked all who participated, volunteered, specifically Ms. Kelly Butler.

C-18/19-231 Public Call for Tenders – Measure 50625 - MB Dr. S.E. McDowell – Repointing of the Brick, Replacement of Exteriors Doors and Sealing of the Parapets – 18510B023

WHEREAS resolution C-17/18-40 approved the budget of \$779,186 including taxes and professional fees for the above-mentioned project;

WHEREAS the project has been divided into two phases with resolution C-17/18-173;

WHEREAS phase 1 of the project is completed;

WHEREAS a public call for tenders was made for the phase 2 of the above-mentioned project;

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

ACQ – Région de l'Outaouais
Defran Inc.
DLS Construction Inc.
Gestion DMJ Entrepreneur Général
Industries CAMA
TMR3 Couvreur Inc.

WHEREAS the following 4 tenders were received and recorded:

Industries CAMA	\$259,640
6739741 Canada Inc. (Gestion DMJ)	\$273,430
DLS Construction Inc.	\$278,000
Defran Inc.	\$282,422

WHEREAS the lowest bid conformed;

IT WAS MOVED by Commissioner Egan that the bid submitted by Industries CAMA, in the amount of \$259,640 excluding taxes and professional fees be approved and that the Director of Buildings, Technology, and Archives, Mr. P. Proulx, be mandated to sign all documents necessary to give full effect to this resolution.

Carried Unanimously

C-18/19-232 Public Call for Tenders – Mesure 50621 - MB WQCC – Renovations to the Roof – 18510B026

WHEREAS by its resolution C-17/18-200, the WQSB approved a budget of \$550,000, including taxes and professional fees, for the above-mentioned project;

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

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

ACQ – Région de l'Outaouais
Couvreur Rolland Boudreault
Morin Isolation & Toitures Ltée
TMR3 Couvreur Inc.

WHEREAS the following 2 tenders were received and recorded:

TMR3 Couvreur Inc.	\$146,000
Morin Isolation et Toitures Ltée	\$206,300

WHEREAS the lowest bid conformed;

IT WAS MOVED by Commissioner Larventz that the bid submitted by TMR3 Couvreur Inc., in the amount of \$146,000 excluding taxes and professional fees, be approved and that the Director of Buildings, Technology, and Archives, Mr. P. Proulx, be mandated to sign all documents necessary to give full effect to this resolution.

For: 13
Against: 1

Motion carried

C-18/19-233 Deeds of Establishment for 2019-2020 - School Year

IT WAS MOVED by Parent-Commissioner Cornforth that the Deeds of Establishment for the 2019-2020 school year be approved.

Carried Unanimously

C-18/19-234 Call for Tenders by Invitation– Additional Classrooms – St. Mike’s – 18510A037

WHEREAS a call for tenders by invitation was made for the above-mentioned project;

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

Gestion DMJ
DLS
Industries CAMA

WHEREAS the following 3 tenders were received and recorded:

Industries CAMA	\$74,848
Gestion DMJ	\$79,480
DLS Construction Inc.	\$80,200

WHEREAS the lowest bid conformed;

IT WAS MOVED by Commissioner Dionne that the bid submitted by Industries CAMA, in the amount of \$74,848 excluding taxes and professional fees, be approved and that the Director of Buildings, Technology, and Archives, Mr. P. Proulx, be mandated to sign all documents necessary to give full effect to this resolution.

Carried Unanimously

C-18/19-235 Extension Project at Pierre Elliott Trudeau (Lab-École) – Nomination of the Judging Panel Members

WHEREAS the Ministère de l'Éducation et de l'Enseignement supérieur authorized on May 31, 2019 the Western Québec School Board to proceed with an architectural contest for the extension project at PETES for the Lab-École Project;

WHEREAS a judging panel must be named;

WHEREAS the name of the members will be public;

WHEREAS the judging panel is composed of:

1. School Representatives
2. Municipality Representative
3. Architects named by Lab-École

WHEREAS the names of the four Architects named by Lab-École are:

1. Pierre Thibault, Lab-École
2. Patricia Sarrazin-Sullivan, Box Architectures
3. Gavin Affleck, Affleck + de la Riva
4. Claudia Campeau, Paul Bernier Architecte

IT WAS MOVED BY Commissioner Schaler that the nomination of the Judging Panel members listed below be approved:

1. David McFall, PETES Principal, as a School Representative;
2. Julie Kennedy, Parent, as a School Representative;
3. Martin Beaulieu, Directeur territorial adjoint des centres de services d'Aylmer et de Hull, as the Municipality representative.

Carried Unanimously

**C-18/19-236 Extension project at Pierre Elliott Trudeau (Lab-École) –
Nomination of the Technical Committee Members**

WHEREAS the Ministère de l'Éducation et de l'Enseignement supérieur has authorized on May 31, 2019 the Western Québec School Board to proceed with an Architectural contest for the extension project at PETES Lab-École Project;

WHEREAS a Technical Committee must be named;

WHEREAS the names of the members will be public;

WHEREAS the Technical Committee is composed of;

- The Director of Material Resources
- A sustainable development specialist
- "Chantier Alimentation" representative named by Lab-École
- "Chantier Mode de vie sain" representative named by Lab-École
- A Teacher Representative
- A Pedagogical Consultant
- A Daycare Representative
- Cost Analysis Specialist named by Lab-École
- Project Manager/Regulation Specialist

WHEREAS the names of the members of the Technical Committee named by Lab-École are:

1. Jean-Francois Archambault, Chantier Alimentation
2. Elisa Verreault, Chantier Mode de vie sain
3. To be determined, Cost analysis specialist

IT WAS MOVED BY Commissioner Schaler that the nomination of the Technical Committee members listed below be approved:

1. Mr. Pascal Proulx, for the Director of Material Resources position;
2. Ms. Genevieve Carrier, Enviro Edu-action, as the Sustainable Development Specialist;
3. Ms. Catherine Lesage, Teacher at PETES, as the Teacher Representative;
4. Ms. Lisa Diner, RECIT, as the Pedagogical Consultant;
5. Ms. Nancy Laroche, Daycare at PETES, as a Daycare Representative;
6. Mr. Luc Carrière, for the Project Manager.

Carried Unanimously

C-18/19-237 Summer Projects

WHEREAS there are no Council meetings scheduled during the months of July and August 2019;

WHEREAS there are projects that will be going out to tender during the summer months;

WHEREAS the projects listed below are estimated at over \$50,000;

Dr. Wilbert Keon	Sealing of Exterior Walls (Pest Control)	\$85,000
Poltimore	Completion of Washrooms and addition of K4 classroom	\$50,000
St John's	Bus Lane and relocation of Garbage Bin	\$50,000
Symmes/D'Arcy	Portables	\$75,000

WHEREAS the Director of Buildings, Technology and Archives will present to Council at its September 2019 meeting, all projects that were approved and awarded;

IT WAS MOVED by Commissioner McCrank that the Director of Buildings, Technology, and Archives, P. Proulx be authorized to approve the above-mentioned contracts during the summer months.

For: 12
 Against: 1
 Abstention: 1

Motion carried

C-18/19-238 Budget 2019-2020

WHEREAS in conformity with the Education Act, the Western Québec School Board must adopt and forward to the Ministère de l'Éducation et

de l'Enseignement supérieur (MEES), the operational, investment, and debt service budget for the 2019-2020 school year;

WHEREAS the 2019-2020 budget shows a deficit between projected revenues and expenses;

WHEREAS the deficit does not exceed the 15% of the available surplus and is aligned with the budget rules;

WHEREAS the proceeds of school taxes in the amount of \$19,389,654 as of June 25, 2019, was established taking into consideration:

- The official taxation rates for the 2019-2020 school year as registered in the Gazette officielle du Québec are:

Common Territory with French School Boards	Rates 2019-2020
au Coeur-des-Vallées	0.12781
L'Or et des Bois	0.12296
Rouyn-Noranda	0.12161
Des Draveurs	0.12040
Hauts-Bois-de-L'Outaouais	0.13559
Des Laurentides	0.10540
Des Portages-de -l'Outaouais	0.13377
Du Lac-Abitibi	0.12053
Du Lac-Témiscamingue	0.12396
Harricana	0.11588

WHEREAS the school tax rate is in conformity with the Law;

IT WAS MOVED by Commissioner Dionne that the 2019-2020 operating, investment, and debt service budget be adopted and forwarded to the MEES, and that the tax rate be applied as published by MEES.

Carried Unanimously

C-18/19-239 Interest Rate

WHEREAS it is required that the interest rate on tax arrears align with the Tax Administration Act, and the current interest rate is 7%;

IT WAS MOVED by Commissioner Dionne that the interest rate be imposed on invoices in arrears at the established rate by law.

Carried Unanimously

- C-18/19-240 Uncollectable Taxes**
IT WAS MOVED by Commissioner Daly that the outstanding taxes and interest amounting of \$41,403.45 be written off for the 2018-2019 fiscal year.
- Carried Unanimously
- C-18/19-241 Special Education Advisory Committee (SEAC) Report – April 29, 2019**
IT WAS MOVED by Parent-Commissioner Davis that the Council acknowledge receipt of the SEAC minutes of April 29, 2019.
- Carried Unanimously
- C-18/19-242 Transportation Committee Report – June 18, 2019**
IT WAS MOVED by Commissioner Labadie that the Council acknowledge receipt of the draft Transportation Committee minutes of June 18, 2019.
- Carried Unanimously
- C-18/19-243 Transportation Budget 2019-2020**
IT WAS MOVED by Commissioner Labadie that, as recommended by the Transportation Consultative Committee Council approve the 2019-2020 budget as presented.
- Carried Unanimously
- C-18/19-244 Adoption of By-Laws 40 and 41 (2019-2020 Calendar of Meetings)**
IT WAS MOVED by Commissioner Egan that the following By-Laws be adopted as presented.
- By-Law 40 to fix the day, time and place of the regular meetings of the Council of Commissioners of the Western Québec School Board for the 2019-2020 school year.
 - By-Law 41 to fix the day, time and place of the regular meetings of the Executive Committee of the Western Québec School Board for the 2019-2020 school year.
- Carried Unanimously
- C-18/19-245 QESBA Membership Fees 2019-2020**
WHEREAS English School Board's membership fees are based on the approved May 23, 2019 QESBA budget;
WHEREAS the WQSB 2019-2020 membership fee is based on 2018-2019 actual student enrolment @ \$8.33 per student;
WHEREAS the WQSB 2018-2019 enrolment was 7,967 students;
WHEREAS the WQSB 2018-2019 final membership is established at \$66,365.11 for the 2019-2020 school year;

IT WAS MOVED by Commissioner Dionne that payment of the WQSB's fee in the amount of \$66,365.11 be approved.

For: 12

Against: 2

Motion carried

C-18/19-246 Adjournment

IT WAS MOVED by Commissioner Brunke that the meeting be adjourned at 9:55 p.m.