

Minutes of the Special **Council of Commissioners** meeting held on December 17, 2019 at the Western Québec School Board, 15 rue Katimavik, Gatineau, Québec, at 7:00 p.m.

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

**Personnel:**

Director of Buildings, Technology, and Transportation P. Proulx  
Director of Complementary Services L. Falasconi  
Director of Finance S. Cox  
Director of Education S. Aitken

**REGRETS:** Commissioners Labadie, Young and Brennan.

The Director General, M. Dubeau, the Secretary General – Director of Corporate Services, G. Singfield, and the Assistant Director General / Director of Education, Adult Education/Vocational Training, R. Ahern, were also present.

**Call to Order:**

Chair Guy called the meeting to order at 7:03 pm

**C-19/20-52 Adoption of Agenda**

IT WAS MOVED by Parent-Commissioner Davis that the agenda be adopted with the following modification:

- Removal of Agenda Item 7.6: Report on Lab École

Carried unanimously

**C-19/20-53 Approval of Minutes – November 26, 2019**

IT WAS MOVED by Commissioner Egan that the minutes of a meeting held on November 26, 2019 be approved as circulated.

Carried unanimously

**C-19/20-54 Qualification of Architect Firms for the 2019–2022 Renovation Projects – Tender Number 19510B003, SEAO Reference #1304552**

WHEREAS on September 16, 2019, a public call for qualification was made for the selection of Architect Firms for the 2019-2022 Renovation Projects;

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

A4 Architecture + Design Inc.  
Architecture 49 Inc.  
BARIN architecture + design  
FCSD architecture + design s.e.n.c.  
Figurr  
Fortin Corriveau architectes S.E.N.C.  
Groupe Conseil Artcad

Jean-Daniel Grob architecte inc.  
Lapalme Rheault Architectes | + Associés  
Mercier Pfalzgraf Architectes  
MLS Architectes Inc.  
Trame Architecture + Paysage

WHEREAS the members of the Selection Committee met on November 27, 2019;

WHEREAS the Selection Committee has recommended that the following architect firms, with a score above 70%, be added to the list of qualified architect firms for the 2019-2022 Renovation Projects:

Lapalme Rheault Architectes | + Associés: 87.3%  
Fortin Corriveau architectes S.E.N.C.: 87%  
FCSD architecture + design s.e.n.c.: 80.3%  
Groupe Conseil Artcad: 77%

IT WAS MOVED by Commissioner Dionne that Lapalme Rheault Architectes | + Associés, FCSD architecture + design s.e.n.c., Fortin Corriveau architectes S.E.N.C., and Groupe Conseil Artcad be added to the list of qualified architect firms for the 2019-2022 Renovation Projects as recommended by the Selection Committee.

Carried unanimously

**C-19/20-55      Qualification of Mechanical/Electrical Engineer Firms for the 2019–2022 Renovation Projects – Tender Number 19510B005, SEAO Reference #1305566**

WHEREAS on September 18, 2019, a public call for qualification was made for the selection of Mechanical/Electrical Engineer Firms for the 2019-2022 Renovation Projects;

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

3E Ing. S.E.N.C  
Bouthillette Parizeau Inc.  
CIMA+ Gatineau  
Cosmel Corp  
Entreprises EnerZam inc.  
GényD  
Innovex Consultants  
Les Services EXP Inc.  
Pageau Morel Inc.  
Stantec Experts-conseils ltée  
WSP Canada Inc.

WHEREAS the members of the Selection Committee met on December 9, 2019;

WHEREAS the Selection Committee has recommended that the following mechanical/electrical engineer firms, with a score above 70%, be added to the list of qualified mechanical/electrical engineer firms for the 2019-2022 Renovation Projects:

CIMA+ Gatineau: 84%  
Les Services EXP Inc.: 83%  
Bouthillette Parizeau Inc.: 79.5%  
WSP Canada Inc.: 75%

IT WAS MOVED by Parent-Commissioner Boucher that CIMA+ Gatineau, Les Services EXP Inc., Bouthillette Parizeau Inc. and WSP Canada Inc. be added to the list of qualified mechanical/electrical engineer firms for the 2019-2022 Renovation Projects as recommended by the Selection Committee.

Carried unanimously

**C-19/20-56 Qualification of Civil/Structural Engineer Firms for the 2019-2022 Renovation Projects – Tender Number 19510B004, SEAO Reference #1305531**

WHEREAS on September 18, 2019, a public call for qualification was made for the selection of Civil/Structural Engineer Firms for the 2019-2022 Renovation Projects;

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

Adjeleian Allen Rubeli Ltd.  
Asisto Inc.  
Bouthillette Parizeau Inc.  
CIMA+ Gatineau  
Elema Experts-conseils  
Englobe  
Les Consultants Yves Auger & associés inc.  
Les Services EXP Inc  
LGT  
Norinfra inc.  
QDI  
Stantec Experts-conseils ltée  
WSP Canada Inc.

WHEREAS the members of the Selection Committee met on December 9, 2019;

WHEREAS the Selection Committee has recommended that the following civil/structural engineer firms, with a score above 70%, be added to the list of qualified civil/structural engineer firms for the 2019-2022 Renovation Projects:

CIMA+ Gatineau: 85%  
QDI: 79.5%

Les Services EXP Inc.: 73%  
WSP Canada Inc.: 71.5%

IT WAS MOVED by Commissioner McCrank that CIMA+ Gatineau, QDI, Les Services EXP Inc., and WSP Canada Inc. be added to the list of qualified civil/structural engineer firms for the 2019-2022 Renovation Projects as recommended by the Selection Committee.

Carried unanimously

**C-19/20-57 Information Resources Master Plan**

WHEREAS Bill 135 article 13 stipulate the obligation for every public body to establish an information resources master plan by December 31, 2019;

WHEREAS a consultation was done from November 18, 2019 to December 4, 2019;

WHEREAS the Technology Department Team, the School Technology Team, the School Principals, and the Senior Management agree with the Information Resources Master Plan;

IT WAS MOVED by Parent-Commissioner Boucher to adopt the Information Resources Master Plan and to authorize the Director of Buildings, Technology, and Transportation, Pascal Proulx, to send the Information Resources Master Plan to the Conseil du trésor.

Carried unanimously

**C-19/20-58 D-12 – Corruption and Collusion Risk Management Policy**

WHEREAS on June 14, 2016, the Conseil du trésor adopted the *Directive concernant la gestion des risques en matière de corruption et de collusion dans les processus de gestion contractuelle* (hereinafter, the “Directive”);

WHEREAS the Directive came into effect on September 1, 2016, and was enacted under section 26 of the Act respecting contracting by public bodies (CQLR, c. C-65.1);

WHEREAS in accordance with the Directive, the chief executive officer of each public body must:

- design and implement an organizational framework for managing corruption and collusion risks in contract management processes;
- adopt, for each financial year, a risk management plan concerning corruption and collusion in contract management processes;
- approve, not later than four (4) months following the June 30 financial year-end, a monitoring and review report on the organizational framework.

WHEREAS the Governance and Ethics Committee recommended the adoption of the Corruption and Collusion Risk Management Policy No. D-12 at its November 18, 2019 meeting;

IT WAS MOVED by Commissioner Brunke that the Corruption and Collusion Risk Management Policy No. D-12 be adopted as presented.

Carried unanimously

**C-19/20-59 Adoption of the WQSB Risk Management Plan concerning corruption and collusion in contract management processes for the periods 2019-2020 and 2020-2021**

WHEREAS in accordance with the Corruption and Collusion Risk Management Policy No. D-12, the first annual risk management plan of the Western Quebec School Board must be adopted no later than December 31, 2019, and include the following elements:

- an assessment of corruption and collusion risks in contract management processes, whereby risks are detected, analyzed and evaluated;
- the provisions for handling risks, including risk mitigation measures.

WHEREAS the first annual risk management plan has been reviewed by the Director General;

WHEREAS the Director General recommends the adoption of the WQSB Risk Management Plan concerning corruption and collusion in contract management processes for the periods 2019-2020 and 2020-2021;

IT WAS MOVED by Commissioner Dionne that the WQSB Risk Management Plan concerning corruption and collusion in contract management processes for the periods 2019-2020 and 2020-2021 be adopted as presented.

Carried unanimously

**C-19/20-60 Adjournment**

IT WAS MOVED by Parent-Commissioner Cornforth that the meeting be adjourned at 9:00 p.m.