

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

Minutes of the **Council of Commissioners** meeting held on Tuesday, May 31, 2011 at the Western Québec School Board, 15 rue Katimavik, Gatineau, Québec, at 7:00 p.m.

**PRESENT:** Commissioners Brunke (by telephone), Chiasson, Daly, Davidson, Dexter, Garbutt, Gunn, Guy, Hendry, Larivière (by video-conference), McCrank, O'Brien, Perry, Shea, Taylor, Wilson and Young, Parent Commissioners Gibbons and Komm

**Personnel:**

Director of Education, Adult Education and Vocational Training,  
R. Ahern

Director of Education, M. Dubeau

Director of Education, M. Lothian

Director of Buildings, Equipment and Transportation, C. O'Shea  
Assistant Director of Human Resources, D. Giroux

**REGRETS:** Commissioners Jawbone and Lanyi

The Director General, M. Dawson, the Assistant Director General/Director of Finance, P. Lamoureux and the Director of Legal Services and Human Resources/Secretary General, R. Vézina were also present.

**Call to Order**

The Chair, Commissioner Chiasson, called the meeting to order at 7:05 p.m.

**Public Participation**

- Beth Burn introduced Angela Rogers, teacher at Lindsay Place and Devon Jack, student. Mrs. Rogers praised Devon about his artistic achievements. Devon was nominated and won a MASC Award which includes two weeks at the Ottawa School of Art. The awards were presented at the National Archives. The Chair congratulated Devon and presented him with a Western Québec School Board lapel pin.
  
- Mike Dubeau introduced citizens of Otter Lake who raised money for the Western Québec School Board to support Autism. Mrs. Dubeau spoke about fundraising activities that were held throughout the Pontiac. A cheque in the amount of \$15,060 was presented to the Western Québec School Board to support Autistic children in Pontiac schools.
  
- Mr. Dawson introduced Me Yves Letellier to the Western Québec School Board who spoke to Council about his role as student ombudsman.

- Commissioner Shea introduced three students from Philemon Wright High School, Raquel Albert, Anisha Mehreja, and Natasya Hénault along with their teacher, Mrs. Genevière Forget. These students were three of only 36 finalists from across Canada who participated in the “Concours d’art oratoire 2011” organized by Canadian Parents for French. They presented their speeches to Council and all received a \$2,000 scholarship from the University of Ottawa.

**C-10/11-182**

**Approval of Agenda**

IT WAS MOVED by Commissioner O’Brien that the Agenda be approved with additions 7.5.1 to 7.5.15 - Contracts.

Carried unanimously

**C-10/11-183**

**Approval of Minutes – April 26, 2011**

IT WAS MOVED by Commissioner Perry that the Minutes of a meeting held on April 26, 2011 be approved as circulated.

Carried unanimously

**Chairman’s remarks**

- QESBA has been sending letters and meeting with the Minister about budget cuts. The Minister asked for suggestions; QESBA will be following up.
- Thanks were extended to all who participated in the AAESQ/QESBA Spring Conference and who contributed to making this event a great success. All comments received were very positive.

**Director General’s Report**

- The Director General thanked and congratulated Mike Chiasson and Marian Lothian for their very hard work throughout the 1 ½ years of planning the Spring Conference. He has received nothing but great comments from everyone who participated.
- The Director General presented his written report. Topics covered included:
  - Partnership Agreement, Strategic Plan and School Success Plans
  - Technology infrastructure
  - Q.E.P.
  - Secondary curriculum
  - Focus on literacy and numeracy
  - Data
  - I.E.P.’s
  - Annual inspection approach
  - Promotion of staff development and learning
  - Sustainable schools and balanced budget
  - Issues of concern
  - Communications

**Executive Committee Report**

Commissioner Davidson presented the Executive Committee Report. She gave details about the survey that will be going out to administrators/principals/commissioners concerning the Director General evaluation.

**C-10/11-184**

**Executive Committee Report – May 17, 2011**

IT WAS MOVED by Commissioner Davidson that the Board acknowledge receipt of the draft Executive Committee minutes of May 17, 2011.

Carried unanimously

**C-10/11-185**

**Board Office Reception – Noon hour closure**

IT WAS MOVED by Commissioner Davidson that, as recommended by the Executive Committee, the board office reception area be closed between 12 pm to 1 pm and that appropriate measures be taken to inform the public.

Carried unanimously

**C-10/11-186**

**Designated Person – Code of Ethics**

IT WAS MOVED by Commissioner Davidson that, as recommended by the Executive Committee, the position of Designated Person under the Code of Ethics and Professional Conduct for Commissioners be offered to Me Yves Letellier and that his services be retained at an hourly rate.

Carried unanimously

**Hiring of Communications and/or Community Outreach Officer**

This item was tabled to the next meeting.

**Corporate Committee Report**

Commissioner Guy presented the Corporate Committee Report.

**C-10/11-187**

**Corporate Committee Report – May 3, 2011**

IT WAS MOVED by Commissioner Guy that the Board acknowledge receipt of the draft Corporate Committee minutes of May 3, 2011.

Carried unanimously

**C-10/11-188**

**Policy Respecting Allegations Against Administrators or Employees**

IT WAS MOVED by Commissioner O'Brien to table this policy and return it to the Corporate Committee for further study.

Carried unanimously

**Education Committee Report**

Commissioner O'Brien presented the Education Committee report. A discussion occurred about the opportunity to extend the Pre-K programme to other schools.

**C-10/11-189**

**Education Committee Report – May 4, 2011**

IT WAS MOVED by Commissioner O'Brien that the Board acknowledge receipt of the draft Education Committee minutes of May 4, 2011.

Carried unanimously

**C-10/11-190**

**Business Committee Report – April 26, 2011**

IT WAS MOVED by Commissioner Young that the Board acknowledge receipt of the Business Committee minutes of April 26, 2011.

Carried unanimously

**C-10/11-191**

**Business Committee Report – May 5, 2011**

IT WAS MOVED by Commissioner Young that the Board acknowledge receipt of the draft Business Committee minutes of May 5, 2011.

Carried unanimously

**C-10/11-192**

**Indoor Air Quality – Schools**

IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, a pilot project of a preventative indoor air quality program be undertaken in four schools and that a contract with In Air Environmental be approved.

Carried unanimously

**C-10/11-193**

**Wakefield Outdoor Education Centre – Demolition**

IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, the Wakefield Outdoor Education Centre be demolished at an approximate cost of \$15,000.00.

Carried unanimously

**C-10/11-194**

**Wakefield: Mandate to Architects**

WHEREAS we have applied for an 'Ajout D'espace' for Wakefield School;

WHEREAS the project was not retained in 2010-2011;

WHEREAS we will re-submit the project for 2011-2012;

IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, F.C.S. (Fortin, Corriveau, Salvail) Architects be engaged for Wakefield school to carry out a pre-expertise to determine the potential of the

existing building and any future development on the present site to identify any possible additional funding requirements.

Carried unanimously

**C-10/11-195**

**Grass Cutting – Contract Renewal**

IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, the grass cutting contracts be renewed for 2011-2012 with a 0.3% indexation.

Carried unanimously

**C-10/11-196**

**Bouffe Pontiac**

IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, the building on 2 Elsie Street be offered to Bouffe Pontiac for \$1.00 under the terms and conditions outlined in the Regulation:

***SECTION III-ALÉNIATION DE GRÉ A GRÉ A CERTAINS ORGANISMES***

*10. à un organisme ou à une institution qui est un organisme de bienfaisance enregistré aux fins de la Loi sur les impôts (L.R.Q., c. I-3) ou à un organisme sans but lucratif qui poursuit des fin culturelles, scientifiques, récréatives, charitables ou sociales, pour qu'il y poursuive de telles fins;*

*11. à un centre de la petite enfance ou à une garderie visés à la Loi sur les services de garde éducatifs à l'enfance (L.R.Q., c. S-4.1.1), pour qu'il y installe ce centre ou cette garderie.*

*Cependant, une telle autorisation est conditionnelle à l'insertion au contrat de vente d'une clause de premier refus, en faveur de la commission scolaire, en vertu de laquelle l'organisme devra, s'il désire aléner l'immeuble, l'offrir d'abord à la commission scolaire au prix auquel il l'a initialement acquis de celle-ci.*

Carried unanimously

**C-10/11-197**

**Eardley School – Sale of Land**

WHEREAS EBC has purchased a parcel of land (approximately 200 feet by 72 feet) at Eardley School from the School Board;

WHEREAS the purchase price was in the amount of \$98,000.00 and the evaluation deemed to be market value of the property was \$57,287.00;

IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, the difference between the land evaluation and the amount received (\$40,713.00) be given to Eardley School in support of their Embellissement des cours d'école project.

Carried unanimously

C-10/11-198

**Special Business Committee Report – May 30, 2011**

IT WAS MOVED by Commissioner Young that the Board acknowledge receipt of the draft minutes of the Special Business Committee meeting of May 30, 2011.

Carried unanimously

C-10/11-199

**Tender: Maniwaki (Front Entrance and Washrooms) MB Project**

WHEREAS the above mentioned project went to public tender;

WHEREAS one (1) tender was received;

Construction GMR Associés	348,950.00\$
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WHEREAS Mr. Fortin, FCS Architect, has reviewed the tender, which was conformed to specifications, and recommended that the contract be awarded;

IT WAS MOVED by Commissioner Young, as recommended by the Business Committee, that the submitted bid by Construction GMR Associés in the amount of 348,950.00\$ be approved.

Carried unanimously

C-10/11-200

**Tender: Lord Aylmer Sr. (Heating) RDE Project**

WHEREAS the above mentioned project went to public tender;

WHEREAS five (5) tenders were received;

DLS Construction Inc	687,000.00\$
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Construction GMR Associés	719,800.00\$
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Beaudoin 3990591 Canada Inc	744,800.00
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Les Constructions Lovail Inc.	768,400.00\$
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Marc Cleroux Construction	767,000.00\$
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WHEREAS Mr. Fortin, FCS Architect, has reviewed the tenders and recommended that the contract be awarded to the lowest bid;

IT WAS MOVED by Commissioner Young, as recommended by the Business Committee, that the submitted bid by DLS Construction Inc in the amount of 687,000.00\$ be approved.

Carried unanimously

C-10/11-201

**Tender: Philemon Wright (Intercom) MB Project**

WHEREAS the above mentioned project went to public tender;

WHEREAS two (2) tenders were received;

COM-NET	35,995.00\$
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Division 3 Communications Inc	49,900.00\$
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WHEREAS Mr. Fortin, FCS Architect, has reviewed the tenders and recommended that the contract be awarded to the lowest bid;

IT WAS MOVED by Commissioner Young, as recommended by the Business Committee, that the submitted bid by COM-NET in the amount of 35,995.00\$ be approved.

Carried unanimously

**C-10/11-202**

**Tender: Chelsea (Replace Doors & Frames) Capital Project**

WHEREAS the project was by invitation to tender;

WHEREAS three (3) tenders were received;

Les Rénovations Daniel Larivière Inc.	26,250.00\$
Viterie Pierre Latreille Inc.	38,100.00\$
Les Constructions Armand Barbe et Fils	42,960.00\$

WHEREAS L. Fortin, FCS Architect, has reviewed the tenders and recommended that the contract be awarded to the lowest bid;

IT WAS MOVED by Commissioner Young, as recommended by the Business Committee, that the submitted bid by Les Renovations Daniel Lariviere Inc. in the amount of 26,250.00\$ be approved.

Carried unanimously

**C-10/11-203**

**Tender: Hull Adult Education (Retrofit Washrooms) Capital Project**

WHEREAS the project was by invitation to tender;

WHEREAS three (3) tenders were received;

Gestion DMJ Management	63,500.00\$
Industries CAMA	99,800.00\$
Construction GMR Associés	119,000.00\$

WHEREAS L. Fortin, Architect, has reviewed the tenders and recommended that the contract be awarded to the lowest bid;

IT WAS MOVED by Commissioner Young, as recommended by the Business Committee, that the submitted bid by Gestion DMJ Management in the amount of 63,500.00\$ be approved.

Carried unanimously

**C-10/11-204**

**Tender: Maniwaki Adult Education (Retrofit Washrooms & Cafeteria Floor) Capital Project**

WHEREAS the project was by invitation to tender;

WHEREAS three (3) tenders were received;

Industries CAMA	93,650.00\$
Construction GMR Associés	94,000.00\$
Les Constructions Armand Barbe et Fils	115,524.00\$

WHEREAS two (2) tenders did not conform to specifications;

WHEREAS J. Pronovost, FCS Architect, has reviewed the tenders and recommended that the contract be awarded to the lowest conformed bid;

IT WAS MOVED by Commissioner Young, that the submitted bid by Construction GMR Associés in the amount of 94,000.00\$ be approved.

Carried unanimously

**C-10/11-205**

**Tender: P.E.T.E.S (Revamp Stairwells) Capital Project**

WHEREAS the project was by invitation to tender;

WHEREAS three (3) tenders were received;

Les Industries CAMA	83,789.00\$
Construction G.M.R, Associés inc.	119,469.00\$
Gestion DMJ Management	126,800.00\$

WHEREAS L. Fortin, Architect, has reviewed the tenders and recommended that the contract be awarded to the lowest bid;

IT WAS MOVED by Commissioner Young, that the submitted bid by Les Industries CAMA in the amount of 83,789.00\$ be approved.

Carried unanimously

**C-10/11-206**

**Tender: Philemon Wright (Removal of Portables) Capital Project**

WHEREAS the project was by invitation to tender;

WHEREAS three (3) tenders were received;

Construction G.M.R, Associés inc.	14,810.25\$
Construction Armand Barbe & Fils Ltée	17,750.00\$
DOMA TECH INC.	21,617.27\$

IT WAS MOVED by Commissioner Young, as recommended by the Business Committee, that the submitted bid by Construction G.M.R, Associés inc. in the amount of 14,810.25\$ be approved.

Carried unanimously

**C-10/11-207**

**Tender: Pontiac High School (New A/C Unit) Capital Project**

WHEREAS the project was by invitation to tender;

WHEREAS three (3) tenders were received;

Prestige Refrigeration & A/C	5,398.90\$
7577885 Canada Inc.	6,277.27\$
Énergie S.P.	19,355.85\$



IT WAS MOVED by Commissioner Young, that the submitted bid by Prestige Refrigeration & A/C in the amount of 5,398.90\$ be approved.

Carried unanimously

**C-10/11-208**

**Tender: Pontiac High School (Replace Carpet in Auditorium) Capital Project**

WHEREAS the project was by invitation to tender;

WHEREAS three (3) tenders were received;

L'Entrepot du Couvre Plancher	5,709.92\$
Roger Pilon (2759-2823 Québec inc)	6,589.42\$
F.E.E.L. Flooring Ltd.	18,306.00\$

IT WAS MOVED by Commissioner Young, as recommended by the Business Committee, that the submitted bid by L'Entrepot Couvre Plancher in the amount of 5,709.92\$ be approved.

Carried unanimously

**C-10/11-209**

**Tender: Namur (Appointing Professionals)**

WHEREAS the Selection Committee, Commissioners Chiasson and Young, the Manager of Buildings and Equipment Services, Michel Hotte, and the Recording Secretary, Tammy Gauthier met on Thursday May 24<sup>th</sup>, 2011 regarding the hiring of Professionals for the extension at Namur.

Architectural

Fortin, Corriveau, Salvail	375
Lapalme	305.5
Pfalzgraph	303.5

Mechanical/Electrical

Bouthillette Parizeau	370
Pageau Morel	357
Genivar	353

Structural

Yves Auger & Associés	370
Genivar	360

WHEREAS the members of the Selection Committee unanimously recommended that the firms with the highest scores be awarded the contracts;

IT WAS MOVED by Commissioner Young, as recommended by the Business Committee, that Fortin, Corriveau, Salvail be awarded the Architectural contract, that Bouthillette Parizeau be

awarded the Mechanical/Electrical contract and Yves Auger & Associés be awarded the Structural contract.

Carried unanimously

**C-10/11-210**

**Tender: Wakefield Outdoor Ed (Demolition)**

WHEREAS the project was by invitation to tender;

WHEREAS three (3) tenders were received;

Ronald O'Connor Construction	5,981.06\$
Les Industries CAMA	18,228.00\$
Construction GMR Associés	48,133.31\$

WHEREAS one (1) tender did not conform to specifications;

IT WAS MOVED by Commissioner Young, as recommended by the Business Committee, that the submitted bid by Les Industries CAMA in the amount of 18,228.00\$ be approved.

Carried unanimously

**C-10/11-211**

**Tender: Updating Alarm Intrusion (Board Wide) Capital Project**

WHEREAS the project was by invitation to tender;

WHEREAS one (1) tender was received;

Reliance Protectron	21,172.27\$
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IT WAS MOVED by Commissioner Young, as recommended by the Business Committee, that the submitted bid by Reliance Protectron in the amount of 21,172.27\$ be approved.

Carried unanimously

**C-10/11-212**

**School Milk Program (Phase 17 Projet: G11-12-150)**

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 2011-2012.

Elle s'engage également 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.

De plus, elle accepte que le coût relié à la gestion de l'appel d'offres et du contrat-cadre assumé par la FCSQ au montant de 0,001 \$ le contenant de lait soit déjà inclus dans le prix d'achat du produit.

IT WAS MOVED by Commissioner Young, as recommended by the Business Committee, that the resolution be approved.

Carried unanimously

- C-10/11-213**      **Wakefield School Demographics**  
 WHEREAS the School Board has applied for “Ajout d’Espace” project in 2010-2011 and was not accepted this year;  
 WHEREAS the demographics continue to project growth;  
 WHEREAS we will renew our request for permanent solution in 2011-2012;  
 WHEREAS the present capacity of the school will be short of 3 teaching spaces for September;  
 IT WAS MOVED by Commissioner Young, as recommended by the Business Committee, that the school board proceed to tender for the construction of the permanent wooden structure to be built on the existing foundation.  
 Carried unanimously
- C-10/11-214**      **Special Education Advisory Committee Report – May 9, 2011**  
 IT WAS MOVED by Commissioner Guy that the Board acknowledge receipt of the draft SEAC minutes of May 9, 2011.  
 Carried unanimously
- C-10/11-215**      **Consultative Transportation Committee Report – April 27, 2011**  
 IT WAS MOVED by Commissioner Young that the Board acknowledge receipt of the draft Consultative Transportation Committee minutes of April 27, 2011.  
 Carried unanimously
- C-10/11-216**      **Mileage Adjustment – Autobus Outaouais**  
 IT WAS MOVED by Commissioner Young that, as recommended by the Consultative Transportation Committee, the mileage adjustment decrease for Autobus Outaouais in the amount of six thousand four hundred five dollars and eighty four cents (-\$6 405.84) for the 2010/2011 school year be approved.  
 Carried unanimously
- C-10/11-217**      **Mileage Adjustment 2010/2011 – Baie Transport**  
 IT WAS MOVED by Commissioner Young that, as recommended by the Consultative Transportation Committee, the mileage adjustment decrease for Baie Transport in the amount of five thousand twelve dollars and seventy cents (-\$5 012.70) for the 2010/2011 school year be approved.  
 Carried unanimously
- C-10/11-218**      **Mileage Adjustment 2010/2011 – Bigras Transport**  
 IT WAS MOVED by Commissioner Young that, as recommended by the Consultative Transportation Committee, the mileage adjustment decrease for Bigras Transport in the amount of six thousand five hundred eighty eight dollars and

twelve cents (- \$6 588.12) for the 2010-2011 school year be approved.

Carried unanimously

**C-10/11-219 Sub-Committee Report on Community Transit System – May 9, 2011**

IT WAS MOVED by Commissioner Young that Council acknowledge receipt of the draft minutes of a meeting of the Sub-Committee on Community Transit System of May 9, 2011.

Carried unanimously

**C-10/11-220 Community Transit System Project**

IT WAS MOVED by Commissioner Young that, as recommended by the Sub-Committee on Community Transit System Project, an agreement be signed with TransporAction on a trial basis of one school year, 2011-2012.

Carried unanimously

**C-10/11-221 Parents' Committee Report – April 11, 2011**

IT WAS MOVED by Parent Commissioner Gibbons that the Board acknowledge receipt of the Parents' Committee minutes of April 11, 2011.

Carried unanimously

**C-10/11-222 Request for Home Schooling**

IT WAS MOVED by Commissioner O'Brien that the request to home school student (HARM76580009) be approved for the 2010-2011 school year and administration ensure appropriate evaluations of student learning is carried out according to policy.

Carried unanimously

**C-10/11-223 Request for Home Schooling**

IT WAS MOVED by Commissioner O'Brien that the request to home school student (STVM77080102) be approved for the 2010-2011 school year and administration ensure appropriate evaluations of student learning is carried out according to policy.

Carried unanimously

**C-10/11-224 Expulsion – Student at Lindsay Place Alternative Programme- Buckingham**

IT WAS MOVED by Commissioner O'Brien that student BELB01129804 be expelled from the Lindsay Place Alternative Programme at Buckingham School and be excluded from all schools and services of the Western Québec School Board for the remainder of the 2010-2011 school year.

Carried unanimously

Commissioner Young announced that there will be a Business Committee meeting held addressing the budget on Monday, June 27<sup>th</sup>. All are invited.

**C-10/11-225**

**Budget Priorities**

IT WAS MOVED by Commissioner Davidson that committees be invited to present their priorities before January of each year so that they may be considered for the purpose of budgeting for the following year.

Carried unanimously

**Date of Next Meeting**

The next regular meeting of the Council of Commissioners will be held on Tuesday, June 28, 2011.

**C-10/11-226**

**Adjournment**

IT WAS MOVED by Commissioner O'Brien that the meeting be adjourned at 9:05 p.m.

Carried unanimously

RV/ed