

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

Minutes of the **Council of Commissioners** meeting held on May 1, 2012 at the Western Québec School Board, 15 rue Katimavik, Gatineau, Québec, at 7:00 p.m.

**PRESENT:** Commissioners Brunke, Daly, Davidson, Dexter, Garbutt, Gunn, Guy, Hendry, Lanyi, Larivière (by video-conference), McCrank, O'Brien, Polson (by video-conference), 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. Lothian

Director of Buildings, Equipment and Transportation, C. O'Shea

Assistant Director of Student Services, B. Burn

Assistant Director of Human Resources, D. Giroux

**REGRETS:** Commissioners Chiasson and Perry, Director of Education, M. Dubeau

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 Vice-Chair, Commissioner Davidson, called the meeting to order at 7:02 p.m.

**C-11/12-172**

**Approval of Agenda**

IT WAS MOVED by Commissioner Brunke that the Agenda be approved with the addition of:

10.2 Approval of Accounts – January and February 2012

10.3 Calendar of meetings

10.4 Director General replacement

Carried unanimously

**C-11/12-173**

**Approval of Minutes – March 27, 2012**

IT WAS MOVED by Commissioner Young that the Minutes of a meeting held on March 27, 2012 be approved as circulated.

Carried unanimously

**Chairman's remarks**

Commissioner Davidson reported that the Chairman of the Board will be back from his holidays next week.

### **Director General Report**

The Director General presented his written report and supplied additional information on the following topics:

- French Second Language concours d'art oratoire at Lord Aylmer School
- Wakefield School building project
- LEARN's increased involvement with our board
- Budget rules
- Destination Imagination – it was agreed that M. Dubeau should prepare a report for commissioners on this initiative
- His upcoming retirement after 36 years in the Education field

Questions were raised as to the manner in which the Director General's decision to retire was communicated to commissioners, and answers were given.

### **QESBA Report**

Commissioner Young reported that he was not advised of the last finance sub-committee meeting until the day prior to the meeting and that notice was again insufficient for next meeting. He will be bringing this issue up at the next meeting.

**C-11/12-174**

#### **Executive Committee Report – April 24, 2012**

IT WAS MOVED by Commissioner O'Brien that the Board acknowledge receipt of the draft Executive Committee minutes of April 24, 2012.

Carried unanimously

**C-11/12-175**

#### **Education Committee Report – April 17, 2012**

IT WAS MOVED by Commissioner O'Brien that the Board acknowledge receipt of the draft Education Committee minutes of April 17, 2012.

Carried unanimously

**C-11/12-176**

#### **Request for Home Schooling**

IT WAS MOVED by Commissioner O'Brien that, as recommended by the Education Committee, Council approve the request to home school student FINZ80040301 for the 2011-2012 school year and administration ensure appropriate evaluations of student learning is carried out according to policy.

Carried unanimously

- C-11/12-177 Request for Home Schooling**  
 IT WAS MOVED by Commissioner O'Brien that, as recommended by the Education Committee, Council approve the request to home school student FULC68020408 for the 2011-2012 school year and administration ensure appropriate evaluations of student learning is carried out according to policy.  
 Carried unanimously
- C-11/12-178 Golden Valley – Trip to Italy**  
 IT WAS MOVED by Commissioner O'Brien that, as recommended by the Education Committee, Council approve the Golden Valley School request to participate in the trip to Italy June 26 to July 6, 2012.  
 Carried unanimously
- C-11/12-179 St. Michael's– Trip to Portugal and Spain**  
 IT WAS MOVED by Commissioner O'Brien that, as recommended by the Education Committee, Council approve the St. Michael's School request to participate in the trip to Portugal and Spain March 2013.  
 Carried unanimously
- C-11/12-180 Business Committee Report – April 19, 2012**  
 IT WAS MOVED by Commissioner Young that the Board acknowledge receipt of the draft Business Committee minutes of April 19, 2012.  
 Carried unanimously
- C-11/12-181 Budget Report 2011/2012**  
 IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, the Budget Report 2011/2012 be approved as circulated.  
 Carried unanimously
- C-11/12-182 Outstanding user fees**  
 WHEREAS a letter will be sent to parents with outstanding user fees in excess of \$300.00, advising them that legal procedures will be taken in the event of non-payment;  
 WHEREAS all additional costs incurred by the Board (bailiff fees, writ, etc.) will be added to the outstanding invoice;  
 WHEREAS principals will review and authorize all correspondence to parents in their respective schools;  
 IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, letters be forwarded to parents with outstanding user fees.  
 Carried unanimously

C-11/12-183

**Loan – Geothermal-Project: Aggrandissement Namur**

IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, the School Board request a revised authorization from the MELS to borrow \$ 378,000.00 over a 4-year period at an interest rate to be determined on the day of disbursement

Carried unanimously

C-11/12-184

**Tender: Grass Contract 2012 – Gatineau**

WHEREAS the company, Coupe Gazon Outaouais who was contracted last year, did not comply with the regulations in the tender documents and his contract terminated;

WHEREAS three (3) companies were invited to bid on the above mentioned project for the following schools:

Eardley, Lord Aylmer Junior, Lord Aylmer Senior, Philemon Wright/Hadley, Pierre Elliott Trudeau, South Hull, Greater Gatineau and the Western Quebec Career Centre;

WHEREAS three (3) tenders were received;

|                                       |               |
|---------------------------------------|---------------|
| Entretien S. Carrière                 | \$ 29, 778.51 |
| 3916383 Canada Inc. Les Fermes Renaud | \$ 49, 094.33 |
| Steve's Tree Service                  | \$ 49, 812.92 |

IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, the bid submitted by Entretien S. Carrière for the Grass Contracts of 2012-2013 of the mentioned schools above be approved.

Carried unanimously

C-11/12-185

**Grass Contracts 2012 – renewal/second year**

IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, the Grass Contracts 2012 be renewed for the second year of their three (3) year contracts.

Carried unanimously

C-11/12-186

**Tender: MB Buckingham – Asbestos removal project**

WHEREAS the above mentioned project went by invitation (4) to tender;

WHEREAS three (3) tenders were received;

WHEREAS Mr. Fortin, FCS Architect, has reviewed the three (3) tenders, which are all conformed to specifications, and recommended that the contract be awarded to the lowest bidder;

|                      |               |
|----------------------|---------------|
| O'Reilly Bros. Ltd.  | \$ 34, 680.00 |
| Construction Rolatec | \$ 39, 000.00 |
| Asbex Ltd.           | \$ 91, 350.00 |

IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, the bid submitted by O'Reilly Bros. Ltd. in the amount of \$ 34, 680.00 be approved.

Carried unanimously

**C-11/12-187**

**Light Orders 2012 – renewal / second year**

IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, the Light Orders 2012 be renewed for the second year with Lumen.

Carried unanimously

**C-11/12-188**

**Filter Order 2012 – renewal / second year**

IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, the Filter Order 2012 be renewed for the second year with Convex Energy Inc.

Carried unanimously

**C-11/12-189**

**Update on Planning & Review Committee**

IT WAS MOVED by Commissioner Wilson that, as recommended by the Business Committee, the Chair of the Business Committee, R. Young be named the Alternate member on the Planning and Review Committee.

Carried unanimously

**C-11/12-190**

**Entente – City of Gatineau**

WHEREAS the City of Gatineau has not communicated or paid its invoice for the rental of facilities at D'Arcy McGee/Symmes;

IT WAS MOVED by Commissioner Young that, as recommended by the Business Committee, a letter be sent to the City of Gatineau advising them that the rental of our school facilities are not available until the outstanding invoice is paid in full, and that future rentals must be paid in full prior to the rental.

For: 12  
Against: 0  
Abstentions: 2

Motion carried

- C-11/12-191**      **Parents' Committee Report – March 19, 2012**  
IT WAS MOVED by Parent Commissioner Komm that the Board acknowledge receipt of the Parents' Committee minutes of March 19, 2012.
- Carried unanimously
- C-11/12-192**      **Approval of Accounts – July 2011**  
IT WAS MOVED by Commissioner Young that the accounts for the month of July 2011 be approved in the amount of \$1,590,719.57.
- Carried unanimously
- C-11/12-193**      **Approval of Accounts – August 2011**  
IT WAS MOVED by Commissioner Young that the accounts for the month of August 2011 be approved in the amount of \$1,416,107.39.
- Carried unanimously
- C-11/12-194**      **Approval of Accounts – September 2011**  
IT WAS MOVED by Commissioner Young that the accounts for the month of September 2011 be approved in the amount of \$7,818,673.47.
- Carried unanimously
- C-11/12-195**      **Approval of Accounts – October 2011**  
IT WAS MOVED by Commissioner Young that the accounts for the month of October 2011 be approved in the amount of \$3,564,293.62.
- Carried unanimously
- C-11/12-196**      **Approval of Accounts – November 2011**  
IT WAS MOVED by Commissioner Young that the accounts for the month of November 2011 be approved in the amount of \$3,973,407.09.
- Carried unanimously
- C-11/12-197**      **Approval of Accounts – December 2011**  
IT WAS MOVED by Commissioner Young that the accounts for the month of December 2011 be approved in the amount of \$5,306,001.31.
- Carried unanimously
- C-11/12-198**      **Approval of Accounts – January 2012**  
IT WAS MOVED by Commissioner Young that the accounts for the month of January 2012 be approved in the amount of \$1,819,349.21.
- Carried unanimously

**C-11/12-199**            **Approval of Accounts – February 2012**  
IT WAS MOVED by Commissioner Young that the accounts for the month of February 2012 be approved in the amount of \$4,581,938.39.

Carried unanimously

**C-11/12-200**            **Adoption of School Calendar 2012-2013**  
IT WAS MOVED by Commissioner Dexter that the 2012-2013 School Calendar be adopted as presented by the Director of Human Resources.

Carried unanimously

**Update on Partnership Agreement**

R. Ahern presented her term 2 update on the Partnership Agreement. She mentioned that term 2 was worth 20% of the overall grade and cautioned that these grades are not uniform and that there is no common marking for these.

**C-11/12-201**            **Proposed Calendar of meetings 2012-2013 – Council of Commissioners and Executive Committee**  
IT WAS MOVED by Commissioner Young that By-Laws number 23 and 24 to fix the day, time and place of the regular meetings of the Council of Commissioners and the Executive Committee of the Western Québec School Board for the school year 2012-2013, as proposed by the Director General, be sent for public notice as called for by section 392 of the Education Act.

Carried unanimously

**C-11/12-202**            **In-Camera Session**  
IT WAS MOVED by Commissioner Young that Council move in-camera at 8:20 p.m.

Carried unanimously

**C-11/12-203**            **Public Session**  
IT WAS MOVED by Commissioner Daly that the meeting resume public session at 9:30 p.m.

Carried unanimously

Commissioner Hendry left the meeting at 9:30 p.m.

**C-11/12-204**            **Director General Replacement**  
IT WAS MOVED by Commissioner O'Brien that Council mandate the Executive Committee to commence an internal process to replace the Director General for appointment in June 2012 to allow for a smooth transition.

Carried unanimously

**Date of Next Meeting**

The next regular meeting of the Council of Commissioners will be held on May 29, 2012.

**C-11/12-205**

**Adjournment**

IT WAS MOVED by Commissioner O'Brien that the meeting be adjourned at 9:35 p.m.

Carried unanimously

RV/ed