

PROVINCE OF QUÉBEC
Western Québec School Board

Minutes of the **Council of Commissioners** meeting held on February 25, 2014 at the Western Québec School Board, 15 rue Katimavik, Gatineau, Québec, at 7:00 p.m.

PRESENT: Commissioners Brunke, Chiasson, Daly, Dionne, Garbutt, Gunn, Guy, Hendry (by videoconference), Larivière (by videoconference), McCrank, O'Brien, Perry, Shea, Taylor, R. Young (by videoconference), and N. Young (by videoconference), Parent Commissioners Boucher and Komm

Personnel:

Director of Education, M. Lothian
Director of Student Services, B. Burn

REGRETS: Commissioners Davidson, Dexter, and Lanyi

The Director General, Paul Lamoureux, and the Director of Legal Services/ Secretary General, R. Vézina were also present.

Call to Order

The Chair, Commissioner Chiasson, called the meeting to order at 7:00 p.m.

Public Participation

-Sunglee (Lee) Randall, the WQSB librarian, provided an overview of Family Literacy Day activities held on January 27, 2014. Eight (8) schools participated in a reading challenge which was won by Namur School. Josephine Lalonde won the individual challenge. The principal of Namur School, Tammy Downing, extended thanks to Ms. Randall for organizing this event and she was joined in doing so by the Chairman, M. Chiasson, who also thanked and congratulated Lee Randall, Tammy Downing and Namur School, as well as students, Josephine Lalonde, winner of the individual challenge and Natasha Lalonde, who was part of the winning class.

-Member of the public, Mrs. Gene O'Brien, Councillor of the Municipality of L'Isle-aux-Allumettes, and Chair of the Tourism Committee, made a presentation requesting time to allow for the creation of a cooperative that would proceed to lease or purchase the St-Joseph Convent for community use, leasing being the preferred option. The Chairman, Mike Chiasson, suggested that a letter to this effect should be written and sent to the Board.

-The Director of Education, Marian Lothian, introduced members of the Anti-Bullying / Anti-Violence team, Ruth Cowley, Community Animator Coordinator, and school principals, David McFall, Stewart Aitken, Judy Price and Judy Millar, who recently attended a conference in Nashville Tennessee. The team provided information on workshops attended, which included the *Olweus Bullying Prevention Program*, *Cyberbullying*, *Implementing Prevention Policies*, *How Emotions Work*, and *The Effects of Bullying on the Brain*.

C-13/14-182 **Approval of Agenda**
IT WAS MOVED by Commissioner Guy that the Agenda be approved as presented.

Carried unanimously

C-13/14-183 **Approval of Minutes – January 28, 2014**
IT WAS MOVED by Commissioner O'Brien that the minutes of a meeting held on January 28, 2014 be approved as corrected.

Carried unanimously

Chairman's remarks

- The chairman has been ensuring that the incoming information is circulated as it is received. Other topics discussed included:
- Military families' eligibility to English education
- QESBA Spring conference; possibility of early bird registration.

C-13/14-184 IT WAS MOVED by Commissioner Shea that all commissioners should indicate their interest and register for the QESBA Spring Conference by March 10th, and that a maximum amount of \$1500 per commissioner be allocated.

Carried unanimously

Director General's Report

The Director General presented his written report. Topics included:

- Budget 2014-2015
- Outstanding Principal Award granted to Mr. Terry Kharyati, the only winner for the province of Québec.

C-13/14-185 IT WAS MOVED by Commissioner O'Brien that a letter be sent to Mr. Kharyati on behalf of Council, congratulating and commending him for this prestigious award.

Carried unanimously

Mr. Lamoureux also discussed Destination Imagination, and thanked Sonia Lavallée, Lisa Diner and Mike Dubeau for organizing this year's edition.

C-13/14-186 IT WAS MOVED by Commissioner Shea that a letter of appreciation be sent on behalf of the Council to the Destination Imagination organizing committee.

Carried unanimously

Mr. Lamoureux presented a Procurement Action Plan (Working Guide). The objective of this plan is to outline implementation of the recommendations contained in the Audit Report.

- A Procurement Officer will be hired and report to the Finance Department.
- The Procurement Officer would be a professional.
- Mr. Lamoureux stated that status reports on implementation of the recommendations will be ongoing at Council.

Mr. Lamoureux presented the 2012-2013 WQSB Annual Report.

- C-13/14-187** **2012-2013 Annual Report**
IT WAS MOVED by Commissioner Guy that Council adopt the Annual Report as presented by the Director General.
Carried unanimously
- C-13/14-188** **Executive Committee Report – February 18, 2014**
IT WAS MOVED by Commissioner O’Brien that the Council acknowledge receipt of the draft Executive Committee minutes of February 18, 2014.
Carried unanimously
- C-13/14-189** **Appointment – Director of Buildings, Equipment and Transportation**
IT WAS MOVED by Commissioner O’Brien that, as recommended by the Executive committee, Mr. Pascal Proulx be appointed Director of Buildings, Equipment and Transportation.
Carried unanimously
- C-13/14-190** **Draft Revised Policy D-11 “Purchasing Policy”**
IT WAS MOVED by Commissioner O’Brien that, as recommended by the Executive Committee, the Draft Revised Policy D-11 “Purchasing Policy” be sent out for consultation.
Carried unanimously
- C-13/14-191** **Education Committee Report – February 12, 2014**
IT WAS MOVED by Commissioner O’Brien that the Council acknowledge receipt of the draft Education Committee minutes of February 12, 2014.
Carried unanimously
- C-13/14-192** **Philemon Wright High School Trip to Italy**
IT WAS MOVED by Commissioner O’Brien that, as recommended by the Education Committee, Council approved the Philemon Wright High School trip to Italy from February 27th to March 8th, 2015.
Carried unanimously
- C-13/14-193** **Hadley Junior High School Trip to New York City**
IT WAS MOVED by Commissioner O’Brien that, as recommended by the Education Committee, Council approved the Hadley Junior High School trip to New York City from November 14th to 16th, 2014.
Carried unanimously
- C-13/14-194** WHEREAS the Western Québec School Board’s Strategic Direction 1 is increasing individual student achievement;

WHEREAS the Western Québec School Board’s Strategic Direction 2 is cultivating staff development in a culture of best practices;

WHEREAS the Western Québec School Board’s Strategic Direction 3 is maintaining safe and healthy school communities;

WHEREAS the education initiatives are aligned with the Western Québec School Board's Strategic Directions and Partnership Agreement objectives;

WHEREAS the education initiatives and strategies are reviewed and evaluated annually for impact and intended outcomes; and

WHEREAS the education initiatives and strategies are contributing to the attainment of the Western Québec School Board's Partnership agreement objectives;

IT WAS MOVED by Commissioner O'Brien that, as recommended by the Education Committee, the education initiatives budget allocation be maintained at the 2013-2014 level (\$745,000).

Carried unanimously

C-13/14-195

Corporate Committee Report – February 11, 2014

IT WAS MOVED by Commissioner Guy that the Council acknowledge receipt of the draft Corporate Committee minutes of February 11, 2014.

Carried unanimously

C-13/14-196

Draft Revised Policy C-4.1 “Drug and Alcohol Free Atmosphere in our schools and related activities”

IT WAS MOVED by Commissioner Shea that, as recommended by the Corporate Committee, the Draft Revised Policy C-4.1 “Drug and Alcohol Free Atmosphere in our schools and related activities” be sent out for consultation.

Carried unanimously

C-13/14-197

Draft Revised Policy C-25 “Continued Operation Or Closure Of Schools And On Other Changes Made To The Educational Services Provided In A School”

IT WAS MOVED by Commissioner Guy that, as recommended by the Corporate Committee, the Draft Revised Policy C-25 “*Continued Operation Or Closure Of Schools And On Other Changes Made To The Educational Services Provided In A School*” be sent out for consultation.

Carried unanimously

Commissioner Guy raised the issue of Corporate Committee membership.

C-13/14-198

CONSIDERING that Commissioner Dionne (Business) and Commissioner N. Young (Corporate) agree to switch Committees;

IT WAS MOVED by Commissioner Guy that Commissioner Dionne be named to the Corporate Committee, and that Commissioner N. Young be named to the Business Committee.

Carried unanimously

C-13/14-199

CONSIDERING Commissioner Hendry's resignation from the Corporate Committee;
IT WAS MOVED by Commissioner Guy that Commissioner Daly be named to the Corporate Committee.

Carried unanimously

C-13/14-200**Business Committee Report – February 13, 2014**

IT WAS MOVED by Commissioner R. Young that the Council acknowledge receipt of the draft Business Committee minutes of February 13, 2014, with change to page 2.

Carried unanimously

C-13/14-201**Public Tender – Wakefield School – Lights & Controls**

WHEREAS a call for tenders has been made by public invitation for the tendering of bids for the above mentioned contract;

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

Dechenses et Fils Ltée
Dubo
Éclairage Québec
HD Supply Litemor
Lumen
Nedco

WHEREAS the following three (3) tenders were received and recorded:

Éclairage Etc Inc.	\$29,900.00
Nedco	\$34,210.00
HD Supply (Litemor)	\$35,300.00

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

IT WAS MOVED by Commissioner R. Young that, as recommended by the Business committee, the submitted bid by Éclairage Etc. Inc. in the amount of \$29,900.00 plus taxes be approved.

Carried unanimously

C-13/14-202**Artificial Chimney – Chimney Swifts**

IT WAS MOVED by Commissioner R. Young that, as recommended by the Business Committee, the artificial chimney be built attached to the garage at the end of the school yard; that the professional plans, municipality permit and maintenance / cleaning agreement be submitted to the School Board for review and approval.

Carried unanimously

C-13/14-203**Invitation Tender: Logo (Decal) for WQSB New Maintenance Van**

WHEREAS a call for tenders has been made by invitation for the tendering of bids for the above mentioned contract;

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

Enseignes Aylmer
Enseignes Gatineau
Multi-Graphique Enr

WHEREAS the following three (3) tenders were received and recorded:

Enseignes Aylmer	\$804.00
Enseignes Gatineau	\$977.29
Multi-Graphique Enr.	\$1093.41

IT WAS MOVED by Commissioner R. Young that, as recommended by the Business Committee, the submitted bid by Enseignes Aylmer in the amount of \$ 804.00 including taxes be approved.

Carried unanimously

C-13/14-204**Quarterly Budget Expense Report**

IT WAS MOVED by Commissioner R. Young that, as recommended by the Business Committee, the 2013/2014 Quarterly Budget Expense Report be accepted as presented.

Carried unanimously

C-13/14-205**Public Tender – Architects / Engineers (Selection Committee)**

IT WAS MOVED by Commissioner R. Young that, as recommended by the Business Committee, the upcoming Selection Committee be comprised of: the Director of Buildings, Equipment and Transportation, the Coordinator of Buildings, Equipment and Transportation, M. DuSablou, the Director of Buildings and Equipment for C.S. Portage de l'Outaouais, Mr. Luc Pelchat, the recording secretary, and two (2) commissioners to be appointed at Council.

Carried unanimously

C-13/14-206**Parents' Committee Report – January 20, 2014**

IT WAS MOVED by Commissioner Perry that the Council acknowledge receipt of the Parents' Committee minutes of January 20, 2014, as corrected.

Carried unanimously

C-13/14-207**E.P.C. Report – January 20, 2014**

IT WAS MOVED by Commissioner O'Brien that the Council acknowledge receipt of the draft E.P.C. minutes of January 20, 2014.

Carried unanimously

Date of next meeting:

The next meeting of the Council of Commissioners will be held on April 29, 2014.

C-13/14-208

Adjournment

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

Carried unanimously

RV/nb