

PROVINCE OF QUÉBEC  
 Ville de Rosemère

A Regular meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board was held in the boardroom of the Administration Centre, 235 Montée Lesage, Rosemere, QC on Wednesday, October 25, 2017 at 19:30 hours, at which were present: Jennifer Maccarone, Chair; Commissioners Dean Dugas, Vice-Chair; Robert Dixon, Guy Gagnon, Vicky Kaliotzakis, Peter MacLaurin, Anne McMullon, Emilio Migliozi, Ailsa Pehi; Parent Commissioners Sergio Di Marco and Bob Pellerin.

**Absent:** Commissioner Paolo Galati; Parent Commissioner Stéphane Henley and Paul Lamoureux, Director General

**Also present were:** Frédéric Greschner, Assistant Director General; Stephanie Krenn, Director of Corporate Affairs & Secretary General; Robin Bennett, Director of Information Technology; Jérôme Dionne, Director of Material Resources & Transportation; Geoff Higgs, Director of Pedagogical Services; Donna Abel, Assistant Director of Financial Resources; Anne-Marie Lavoie, Assistant Director of Human Resources; and Jocelyne Thompson-Ness, Administration Officer.

**Guests:** Christian Gélinas, Bernard Forget, and Gèneviève Daoust of Amyot Gélinas

The Chair called the meeting to order.

**TIME: 19:30 hours**

*"We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Kanien'keha:ka or Mohawk nation. The Mohawk Nation is also known as the "Eastern Door Keepers" and is a member of the Haudenosaunee Confederacy, which also includes the Seneca, Cayuga, Tuscarora, Onondaga and Oneida Peoples.*

*All those who gather here are counted as esteemed stakeholders in our community and most importantly friends."*

**1.0 Acceptance of Agenda**

Acceptance of Agenda  
 CC-171025-CA-0023

Commissioner Vicky Kaliotzakis MOVED THAT the agenda be approved as presented in document #SWLSB-2017/10/25-CA-001.

**Carried unanimously**

**2.0 Approval of Minutes**

Approval of Minutes  
 September 27, 2017  
 CC-171025-CA-0024

Commissioner Anne McMullon MOVED THAT the minutes of the regular meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on September 27, 2017, having been received by all members prior to this meeting, be approved as presented.

<b>THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:</b>	
Commissioners and Parent Commissioners voting YEA:	Sergio Di Marco, Robert Dixon, Dean Dugas, Guy Gagnon, Peter MacLaurin, Jennifer Maccarone, Anne McMullon, Emilio Migliozi, Ailsa Pehi, Bob Pellerin
Commissioners and Parent Commissioners ABSTAINING:	Vicky Kaliotzakis

Approval of Minutes  
 October 18, 2017  
 CC-171025-CA-0025

Commissioner Anne McMullon MOVED THAT the minutes of the special meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on October 18, 2017, having been received by all members prior to this meeting, be approved as presented.

### 3.0 Question Period

There were no questions.

### 4.0 Reports from the Chair and the Director General

#### 4.1 *Chair's Report:*

The Chair advised the Council that she has spoken with the Director General and that he extended his appreciation for all of the best wishes received.

She went on to note the following activities over the past month:

Graduations and school events attended;

The annual retirement dinner to honour employees who have had an influence on the students and colleagues within the Sir Wilfrid Laurier School Board;

The ongoing class action suit concerning school fees:

The Ministre de l'Éducation, de Loisir et du Sport has convened a meeting with the president of the Fédération des commissions scolaires du Québec (FCSQ) and herself, as president of Quebec English School Boards Association (QESBA), to discuss the suit but they have asked to have it rescheduled as the timing is not right given that the case has not been settled;

A meeting of all Chairs, Directors General and Secretary Generals of all school boards was convened on October 19, 2017 in Québec to discuss the next steps to be taken in this class action suit. At this time the info



There is an upcoming joint pedagogical day with the Lester B. Pearson School Board "Collaborate, Create and Innovate" on October 30, 2017. Thanks to all who assisted in the recruitment of leaders for workshops because there will be 87 offered;  
The first meeting of the Resource Allocation Committee (RAC) will be on November 13, 2017;  
Although the MEES Commitment to Success Plan will not be available until March 2018, school boards are still required to meet the April 30, 2018 deadline.

## 5.0 Business Arising:

### 5.1 *Program of Studies for the Elementary School:*

The Chair advised that this was discussed at length at the Corporate Committee.

Program of Studies for the  
Elementary school  
CC-171025-ED-0026

WHEREAS the Council of Commissioners adopted resolution #CC-170628-ED-0111 authorizing for consultation the policy #1999-ED-03: Program of Studies for the Elementary School;

WHEREAS the consultation period expired on October 12, 2017, and feedback was received on the policy and taken into consideration;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve policy #1999-ED-03: Program of Studies for the Elementary School.

Carried unanimously

### 5.2 *Policy on Suspension of Classes and/or Emergency Closure of Establishment(s) During Unusual and Unpredictable Circumstances or Inclement Weather:*

The Chair advised that this policy was discussed at length at the Corporate Committee.

Suspension of Classes  
and/or Emergency  
Closure  
CC-171025-HR-0027

WHEREAS the Council of Commissioners adopted resolution #CC-170426-HR-0068 authorizing for consultation the policy #2006-HR-07: Suspension of classes and/or Emergency closure of establishment(s) during unusual and unpredictable circumstances or inclement weather;

WHEREAS the consultation period expired on June 5, 2017, and feedback was received on the policy and taken into consideration;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve policy #2006-HR-07: Suspension of classes and/or Emergency closure of establishment(s) during unusual and unpredictable circumstances or inclement weather.

Carried unanimously

## 6.0 Decision Items:

### 6.1 Financial Resources:

#### 6.1.1 *Audit 2016-2017:*

The Chair welcomed the auditing firm of Amyot Gélinas to the meeting.

Bernard Forget, Auditor, proceeded to review the audited financial statement for 2016-2017 highlighting the following:



Statement of Unpaid Taxes Commissioner Robert Dixon MOVED THAT the Council of Commissioners of the Sir Wilfrid  
CC-171025-FR-0029

### 6.3.2 *Bill 87 – Designated Person for Disclosure of Wrongdoings:*

The Chair advised that Bill 87 had been discussed at the Corporate Committee and that the recommendation is to name the Ethics Commissioner as the designated person.

In response to a question from Commissioner Guy Gagnon, the Chair noted that the title would be used rather than the individual's name so that the resolution can stand if there is a change to the person in the role of Ethics Commissioner.

Designated person for disclosure of wrongdoings  
CC-171025-CA-0032

WHEREAS Bill 87: *An Act to facilitate the disclosure of wrongdoings within public bodies*, came into effect on May 1, 2017;

WHEREAS Bill 87 requires that each school board name a Designated Officer responsible for tracking and processing disclosures of wrongdoings, as described in the Act;

WHEREAS the Designated officer named responsible must be accessible to employees of the Sir Wilfrid Laurier School Board, as per the Act and Ministère de l'Éducation et de l'Enseignement supérieur (MEES) directives;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board name the Ethics Commissioner for the Sir Wilfrid Laurier School Board as the Designated Officer responsible for receiving and processing disclosures of wrongdoings as mandated by Bill 87: *An Act to facilitate the disclosure of wrongdoings within public bodies*.

Carried unanimously

## 6.4 Material Resources and Transportation

### 6.4.1 *Bank of Professionals – Architects:*

In response to a question from Commissioner Emilio Migliozi, the Director of Material Resources and Transportation advised that other professionals are excluded for the first year and after that the list is opened to others.

Commissioner Guy Gagnon stated that he would not support this resolution as he objects to the fact that a commissioner does not have a seat on the Selection committee. He is not questioning the validity of the decision of the Selection committee.

Bank of Professionals  
Architects  
CC-171025-MR-0033

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170524-MR-0089 approving a call to tender for the creation of a new bank of Professionals;

WHEREAS public tenders were received and opened on October 11, 2017;

WHEREAS, on October 23, 2017, the Selection committee has studied and evaluated all architectural tenders received and prepared a recommendation;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Selection committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the list of Architects for the bank of Professionals for projects for which the sums for professional fees are less than 100 000,00\$, as per Document #SWLSB-2017/10/25-MR-001;

AND THAT, as per Article 43 of the Regulation respecting certain service contracts of public bodies, a public notice of qualification will be published again at least once a year so as to allow the qualification of other service providers during the period of validity of the list, which may not exceed 3 years;

FURTHER THAT the services of these Architects be retained to prepare all the drawings, specifications and tendering documentation for the projects undertaken by the Sir Wilfrid Laurier School Board for the repair, maintenance and renovation of its buildings.

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:

Commissioners and Parent  
Commissioners voting YEA:

Sergio Di Marco, Robert Dixon, Vicky Kaliozakis, Peter MacLaurin,



Bank of Professionals  
Engineers  
Mechanical and Electrical  
CC-171025-MR-0035

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170524-MR-0089 approving a call to tender for the creation of a new bank of Professionals;

WHEREAS public tenders were received and opened on October 11, 2017;

WHEREAS, on October 23 2017, the Selection committee has studied and evaluated all mechanical and electrical engineering tenders received and prepared a recommendation;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Selection committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the list of mechanical and electrical Engineers for the bank of Professionals for projects for which the sums for professional fees are less than 100 000,00\$, as per Document #SWLSB-2017/10/25-MR-003;

AND THAT, as per Article 43 of the Regulation respecting certain service contracts of public bodies, a public notice of qualification will be published again at least once a year so as to allow the qualification of other service providers during the period of validity of the list, which may not exceed 3 years;

FURTHER THAT the services of these Engineers be retained to prepare all the drawings, specifications and tendering documentation for the projects undertaken by the Sir Wilfrid Laurier School Board for the repair, maintenance and renovation of its buildings.

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners and Parent Commissioners voting YEA:	Sergio Di Marco, Robert Dixon, Vicky Kaliozakis, Peter MacLaurin, Jennifer Maccarone, Anne McMullon, Emilio Migliozi, Ailsa Pehi, Bob Pellerin
Commissioners and Parent Commissioners ABSTAINING:	Dean Dugas, Guy Gagnon

**6.4.4 Bank of Professionals – Engineers – Geotechnical:**

Commissioner Guy Gagnon stated that he would not support this resolution as he objects to the fact that a commissioner does not have a seat on the Selection committee. He is not questioning the validity of the decision taken by the Selection committee.

Bank of Professionals  
Engineers  
Geotechnical  
CC-171025-MR-0036

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170524-MR-0089 approving a call to tender for the creation of a new bank of Professionals;

WHEREAS public tenders were received and opened on October 11, 2017;

WHEREAS, on October 23 2017, the Selection committee has studied and evaluated all geotechnical engineering tenders received and prepared a recommendation;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Selection committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the list of geotechnical Engineers for the bank of Professionals for projects for which the sums for professional fees are less than 100 000,00\$, as per Document #SWLSB-2017/10/25-MR-004;

AND THAT, as per Article 43 of the Regulation respecting certain service contracts of public bodies, a public notice of qualification will be published again at least once a year so as to allow the qualification of other service providers during the period of validity of the list, which may not exceed 3 years;

FURTHER THAT the services of these Engineers be retained to prepare all the drawings, specifications and tendering documentation for the projects undertaken by the Sir Wilfrid Laurier School Board for the repair, maintenance and renovation of its buildings.

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners and Parent Commissioners voting YEA:	Sergio Di Marco, Robert Dixon, Vicky Kaliozakis, Peter MacLaurin, Jennifer Maccarone, Anne McMullon, Emilio Migliozi, Ailsa Pehi, Bob Pellerin
Commissioners and Parent Commissioners ABSTAINING:	Dean Dugas, Guy Gagnon

#### 6.4.5 *Engagement of Contractor – Snow Removal and Salting:*

The Director of Material Resources and Transportation presented and reviewed the tenders received noting that all who tendered could bid on any number of the contracts available and the lowest conformable bid was accepted.

In response to questions and concerns, the Director of Material Resources and Transportation noted the following:

The tenders for snow removal and salting for all the regions of the school board are included on the tender grid;

There is a minimum size of equipment specified in the tendering documents;

There have been no problems encountered with snow removal but the school board does have to call the contractor from time to time to re-plow after the town plows the snow back in or pushes the snow where it should not be;

Terry Fox Elementary School will not be serviced by Trépanier because there was a conformable bidder that presented a lower bid;

Any damages made by the contractors to the school property are repaired at the expense of the contractor.

Engagement of Contractor WHEREAS the snow removal and salting contracts of the Sir Wilfrid Laurier School Board's  
Snow Removal and  
Salting  
CC-171025-MR-0037

## 6.5 Pedagogical Services:

### 6.5.1 Purchase Order – Peter Hall School

The Director of Pedagogical Services advised that three elementary students and eighteen high school students receive services from Peter Hall School.

Purchase Order  
Peter Hall School  
CC-171025-ED-0038

WHEREAS the Sir Wilfrid Laurier School Board uses the services of the Peter Hall School for the education of some of its students;

WHEREAS the Peter Hall School invoices the Sir Wilfrid Laurier School Board for these services;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Director Pedagogical Services, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the payment of the invoice received from the Peter Hall School for educational services to be provided to students of the Sir Wilfrid Laurier School Board for the 2017-2018 school year, in the amount of \$581,082.00, all taxes included.

Carried unanimously

### 6.5.2 Purchase Order – Summit School

The Director of Pedagogical Services advised that there is one kindergarten student, fifteen elementary students and twenty-four high school students that receive service from the Summit School.

Purchase Order  
Summit School  
CC-171025-ED-0039

WHEREAS the Sir Wilfrid Laurier School Board uses the services of the Summit School for the education of some of its students;

WHEREAS the Summit School invoices the Sir Wilfrid Laurier School Board for these services;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Director of Pedagogical Services, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the payment of the invoice received from the Summit School for educational services to be provided to students of the Sir Wilfrid Laurier School Board for the 2017-2018 school year, in the amount of \$965,968.00, all taxes included.

Carried unanimously

## 6.6 Human Resources:

### 6.6.1 Consultation – Evaluation of Employees Policy

The Chair advised that this proposed policy had been discussed at the Corporate Committee.

Consultation  
Evaluation of Employees  
CC-171025-HR-0040

WHEREAS the Director of Human Resources was mandated to develop a process for the evaluation of employees;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Human Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize for consultation the proposed Evaluation of Employees Policy, as per document #SWLSB-2017/10/25-HR-001.

AND THAT in conformity with the management policies of the school board the Council of Commissioners approve a 40-day consultation period beginning on October 26, 2017 and ending on December 4, 2017 with the Laurier Teachers Union, the Sir Wilfrid Laurier Administrators Association (SWLAA), the Association québécoise des cadres scolaires – SWL Chapter (AQCS), SEPB-Québec-FTQ Local 577, CSN-S18 and the Professionals.

Carried unanimously

7.0 Information Items

7.1 *SWL Foundation*

Commissioner Ailsa Pehi provided an update on the activities of the Foundation noting that the Stars of the Starfest will be held on November 16, 2017 at Laval Junior Academy and tickets are currently on sale. The January Gala will be on



Commissioner Robert Dixon thanked everyone for the kind words and for the nice gift. The decision to resign was not an easy one but the time is right to pursue new avenues. He went on to note that of all of the people he has worked with during his tenure as a commissioner there is one special person who was a mentor of his and one of the most intelligent people he knows, Bob Vallerand, and it was a big loss to himself and the school board when he retired.