

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, Rosemère, QC on Wednesday, May 22, 2019 at 19:30 hours, at which were:

**Present:**

- À The Sir Wilfrid Laurier School Board being ranked in the top 10 of the 72 school boards in Québec;
- À Goal 2 languages – the school board does very well but is slightly below the provincial target but higher than the other English school boards. Success in English can be attributed to the marking centre that does blind marking then comes to an agreement on the student performance;
- À Goal 3 - the achievement of students identified as EHDAAs puts the school board above the targets set out by the MEES largely due to inclusion of the students in regular classes;
- À Goal 4 – reporting on the Anti-bullying and Anti-violence Plan – this is a new process that has seen the implementation of recording procedures and the reporting of incidents to the Director General;
- À Goal 5 – saw an increase in students over 20 years of age in Vocational Training and surpassed the MEES target by 11 students. Enrolment in Vocational Training has doubled since 2014 and there are over 1 000 students in the Adult Education centres.

The Director of Financial Resources noted that the school board is in a surplus position for the first time in five years and that the action plan to decrease spending and live within the school board's means has assisted in the repayment of 2 700 000\$ in school fees under the Class Action Suit.

The measure funding has proven to be a challenge as all of the funding is to be used by the end of the school year which, in the first year, proved to be difficult. Plans are in place to provide more support to schools and to have a better process for the tracking of the measures.

The Director General advised that for the 2019-2020 school year there will be an increase of approximately 2 000 000\$ in decentralized measure funding. This coming school year will be year three of the measures and the school board will continue to be diligent in its management of public funds.

The Chairperson advised those present that the 2017-2018 Annual Report is available on the corporate web site. He expressed appreciation to all those who have contributed to this report and commended the Directorate for its commitment to the students and the school board.

**2.0 Approval of Agenda**

The following addition to the agenda was proposed:

**12.0 VARIA:**  
 121.1 Commissioners Remuneration .....RES

Approval of Agenda  
 CC-190522-CA-0181

Commissioner Anne McMullon MOVED THAT the agenda be approved as amended in document #SWLSB-2019/05/22-CA-001.

Carried unanimously

**3.0 Approval of Minutes**

**3.1 April 24, 2019:**

Approval of Minutes  
 April 24, 2019  
 CC-190522-CA-0182

Commissioner Melissa Wall MOVED THAT the minutes of the regular meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on April 24, 2019, having been received by all members prior to this meeting, be approved as written.



## 6.0 Director General's Report

The Director General presented her monthly report noting:

Á Coffee and Conversation with the DG:

Á May 2, 2019 – St-Paul Elementary School – the school has brain break stations in the hallways close to the classrooms so that when students may need a little break to help re-focus;

Á May 7, 2019 – Phoenix Alternative – this is a school with great students and dedicated staff members;

Á May 10, 2019 – Grenville Elementary School – there is student engagement throughout the entire school and every Friday morning they gather to listen to Ian Hepburn play the harp. This school is very technologically advanced;

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Ms. Sollazzo thanked the Council for its vote of confidence and added that it will be her honour to work for the Sir Wilfrid Laurier School Board.

The Chairperson extended appreciation, on behalf of the Council, to the Interim Director of Corporate Affairs and Secretary General for going above and beyond in this position over the past two years.

The Director General noted that the Commitment-to-Success Plan calls to “Engage, Build and Achieve” and that the Interim Director of Corporate Affairs and Secretary General has done so rigorously.

## 8.2 Partnership – LRHS and Centre de Pédiatrie Sociale en communauté d’Argenteuil

Commissioner Melissa Wall asked that the Commissioners support this resolution, as it will be very beneficial for the school community.

Partnership – LRHS and  
Centre de Pédiatrie Sociale  
en communauté  
d’Argenteuil

WHEREAS Laurentian Regional High School (LRHS) expressed an interest to embark on a partnership project deposited at the *Secrétariat de la jeunesse* involving the *Centre de Pédiatrie Sociale en communauté Argenteuil* in view of providing additional social service support to the LRHS and the CDC Lachute (Adult Education Centre) communities;

CC-190522-CA-0185

WHEREAS this project will allow for the hiring of a social worker to service the LRHS and CDC Lachute communities;

WHEREAS the MRC d’Argenteuil has adopted a resolution in support of this project;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board wish to express its support for this project as well;

Commissioner Bob Pellerin MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board supports the proposed partnership project between the Laurentian Regional High School/CDC Lachute (Adult Education Centre) and the *Centre de Pédiatrie Sociale en communauté Argenteuil* thus allowing for additional social services support to its community;

AND THAT a copy of this resolution be forwarded to the *Centre de Pédiatrie Sociale en communauté Argenteuil*, the MRC d’Argenteuil and the administration of the Laurentian Regional High School and the CDC Lachute (Adult Education Centre).

Carried unanimously

## 8.3 Corporate Affairs and Secretary General

### 8.3.1 Complaint Management Process (LCOP)

Complaint Management  
Process (LCOP)

WHEREAS the *Act respecting contracting by public bodies* (CQLR, c. 65.1) and the *Act respecting the Autorité des marchés publics* (CQLR, c. A-33.2.1) provide a framework for a procedure to receive and examine complaints in the course of the tendering and awarding process for a public contracts;

CC-190522-MR-0186

WHEREAS the objective of *Procedure 2019-MR-05: Procedure for Receiving and Examining Complaints Filed in the Course of the Tendering or Awarding Process for a Public Contract* is to provide an equitable resolution to complaints in the course of the tendering or awarding process for a public contracts;

WHEREAS the *Autorité des marchés publics (AMP)* requires all public organizations to establish procedures to examine said complaints and place a link to the AMP electronic form on their respective websites on May 25, 2019;

Parent Commissioner Tara Anderson MOVED THAT, on the recommendation of the Interim Director of Corporate Affairs and Secretary General and under her responsibility as the *RARC*, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the *Procedure 2019-MR-05: Procedure for Receiving and Examining Complaints Filed in the Course of the Tendering or Awarding Process for a Public Contract*;

AND THAT the said procedure comes into effect on May 25, 2019;

FURTHER THAT a link to the procedure and the electronic form provided by the AMP be published on the Sir Wilfrid Laurier School Board website.

Carried unanimously

**8.4 Financial Resources**

**8.4.1 Commissioners Remuneration – Distribution of Residual**

Commissioners  
Remuneration – Distribution  
of Residual

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution CC-181212-CA-0109, authorizing 2017-2018 method of distribution of commissioner remuneration with the intent to determine the use of the residual difference by June 30, 2019;

CC-190522-FR-0187

WHEREAS the Council of Commissioners has reviewed the remuneration residual amount and made a proposal for its distribution;

Commissioner James Di Sano MOVED THAT, on the recommendation of the Audit Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the proposed distribution of the 2018-2019 remuneration residual to the Commissioners, as per document #SWLSB-2019/05/22-CA-0001;

AND THAT the remuneration residual be paid out no later than June 30, 2019.

Carried unanimously

**8.4.2 Resource Allocation Committee (RAC) Recommendations 2019-2020**

Resource Allocation  
Committee (RAC)  
Recommendations  
2019-2020

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170628-CA-0109, establishing a Resource Allocation Committee to oversee the annual process of budget planning, in accordance with section 193.2 of the Education Act;

CC-190522-FR-0188

WHEREAS the Resource Allocation Committee will have held eight meetings during the 2018-2019 school year;

WHEREAS the Resource Allocation Committee has completed its responsibilities taking into account section 193.3 of the Education Act;

WHEREAS the Resource Allocation Committee must annually make a recommendation to the Council of Commissioners regarding the allocation of the Ministère de l'Éducation et de l'Enseignement supérieur (MEES) measures decentralized to schools and centres;

Commissioner Vicky Kalotzakis MOVED THAT, on the recommendation of the Audit Committee, the Council of Commissioners accept the recommendations of the Resource Allocation Committee for the 2019-2020 school year, as contained in document #SWLSB-2019/05/22-FR-0002.

Carried unanimously

## 8.5 Information Technology

### 8.5.1 GRICS Annual Invoice

In response to a question from the Chairperson, the Director of Information Technology noted that GRICS has been in business since 1968 and is owned by all of the educational institutions to which it provides software.

GRICS Annual Invoice  
CC-190522-IT-0189

WHEREAS the Sir Wilfrid Laurier School Board uses GRICS (Société de gestion du réseau informatique des commissions scolaires) software for the management of its administrative and pedagogical information systems;

WHEREAS GRICS invoices the Sir Wilfrid Laurier School Board on an annual basis for those software licenses and related support services;

WHEREAS the estimated amount of the 2019-2020 GRICS invoice is 468 135.00\$ before taxes;

Commissioner Emilio Migliozi MOVED THAT, on the recommendation of the Director of Information Technology, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the payment of the 2019-2020 school year invoice from **GRICS** (Société de gestion du réseau informatique des commissions scolaires) for an amount of 468 135.00\$ (538 238.22\$ all taxes included, 500 346.25\$ net taxes);

AND THAT the Director General or, in her absence, the Assistant Director General be authorized to pa

WHEREAS the Ministère de l'Éducation et de l'Enseignement supérieur (MEES) has mandated Collecto to conduct a public tender for all school boards to acquire the best overall scenario and price structure;

WHEREAS Collecto has completed a public tender (SAR325-2019) and Softchoice LP has been selected to manage the Microsoft Corporation license dossier for a one-year period (2019-2020) with an annual renewal option not exceeding two years;

WHEREAS Softchoice LP has invoiced the Sir Wilfrid Laurier School Board for the 2019-2020 school year;

Commissioner Bob Pellerin MOVED THAT, on the recommendation of the Director of Information Technology, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the payment of the 2019-2020 Microsoft license fees to Softchoice LP in the amount of 85 132.26\$ before taxes (97 880.81\$, all taxes included; 90 995.11\$ net taxes);

AND THAT the Director General or, in her absence, the Assistant Director General be authorized to sign all documentation concerning this agreement.

Carried unanimously

## 8.6 Material Resources and Transportation

### 8.6.1 Engagement of Contractors

#### 8.6.1.1 Parking Lot Project – Hillcrest Academy

Engagement of Contractor	WHEREAS the expansion of the parking lot at Hillcrest Academy is required;
Parking Lot Project Hillcrest Academy	WHEREAS the Ministère de l'Éducation et de l'Enseignement supérieur (MEES) has adopted Measure 50622 to assist school boards with the repair, maintenance and renovation of its buildings;
<b>CC-190522-MR-0191</b>	<p>WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-180627-MR- 0158, approving the 2018-2019 Capital Projects;</p> <p>WHEREAS public tenders for the above-mentioned renovation project were called and opened on 20190411;</p> <p>WHEREAS the conformability of all bidders has been verified;</p> <p>Commissioner Vicky Kalitziakos MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the expansion of the parking lot at Hillcrest Academy to Réhabilitation Du O Inc., for a total cost of 787 000,00\$ before taxes, 904 853,25\$ all taxes included or 841 198,72\$ net taxes;</p> <p>AND THAT the Chairperson, or in their absence or with their knowledge the Vice-Chairperson, as well as the Director General, or in their absence or with their knowledge the Assistant Director General, be authorized to sign all documentation concerning this project;</p> <p>FURTHER THAT, the Director of Material Resources and Transportation, be authorized to sign documentation concerning this proj</p>





WHEREAS the conformability of all bidders has been verified;

Commissioner Anne McMullon MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the plumbing modifications at multiple schools to comply with building codes to Pompe Francois Néron Inc., for a total cost of 405 000,00\$ before taxes, (465 648,75\$, all taxes included or 432 891,34\$, net taxes);

AND THAT the Chairperson, or in their absence or with their knowledge the Vice-Chairperson, as well as the Director General, or in their absence or with their knowledge the Assistant Director General, be authorized to sign all documentation concerning this project

FURTHER THAT, the Director of Material Resources and Transportation, be authorized to sign documentation concerning this project, as per By-Law no BL2008-CA-01: Delegation of Functions & Powers of the Sir Wilfrid Laurier School Board.

Carried unanimously

**8.6.1.4 Replacement of Gym Floor – St-Jude ES**

Engagement of Contractor WHEREAS the flooring in the hallways and gymnasium at St-Jude Elementary School is in need of replacement;

Replacement of Gym Floor St-Jude ES WHEREAS public tenders for the above-mentioned project were called and opened on 2019-05-09;

CC-190522-MR-0194 WHEREAS the conformability of the sole bidder has been verified;

Commissioner Bob Pellerin MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the replacement of the flooring in the hallways and gymnasium at St-Jude Elementary School to Tapico Québec Inc., for a total cost of 100 400,00\$ before taxes, (115 434,90\$ all taxes included or 107 314,30\$ net taxes);

AND THAT the Chairperson, or in their absence or with their knowledge the Vice-Chair, as well as the Director General, or in their absence or with their knowledge the Assistant Director General, be authorized to sign all documentation concerning this project

FURTHER THAT, the Director of Material Resources and Transportation, be authorized to sign documentation concerning this project, as per By-Law no BL2008-CA-01: Delegation of Functions & Powers of the Sir Wilfrid Laurier School Board.

Carried unanimously

**8.6.1.5 Roof Replacement Project – Rosemere HS**

In response to questions from the Council, the Director of Material Resources and Transportation noted:

- À A public tender was called for this project as per the law;
- À The bids were lower than estimated;
- À The architect reviews a minimum of three years of tendering processes before determining a cost per square foot;
- À Any party that is qualified can bid on a tender.

The Chairperson advised Parent Commissioner Anthony Beliotis that the Director General will look into his concerns about the price per square foot and send a response via e-mail.

Engagement of Contractor WHEREAS the roof of Rosemere High School requires renovation;

Roof Replacement Project WHEREAS the Ministère de l'Éducation et de l'Enseignement supérieur (MEES) has adopted  
Rosemere HS Measures 50621 to assist school boards with the repair, maintenance and renovation of its  
buildings;

**CC-190522-MR-0195** WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted  
resolution #CC-180627-MR- 0158, approving the 2018-2019 Capital Projects;

WHEREAS public tenders for the above-mentioned project were called and opened on 2019-05-14;

WHEREAS the conformability of all bidders has been verified;

Commissioner Anne McMullon MOVED THAT, on the recommendation of the Corporate  
Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the  
contract for the renovation of the roof at Rosemere High School to Toitures V. Perreault., for a total  
cost of 1 276 750,00\$ before taxes, (

8.6.2.2 Lease of Copiers – Print Shop

In response to a question from Commissioner ~~Giorgio~~ ~~Mig~~ Director of Material Resources and Transportation noted that he did not have the total cost of copies at this time but would look into it and report back.

The Council entered into discussion and ~~the Director~~ answered questions and concerns as follows:

- x The lease of copiers was discussed ~~at the~~ May 15, 2019 Corporate Committee;
- x The print shop does approximately 13 000 000 pages per year;
- x The cost to lease the copiers is two ~~per~~ ~~cent~~ higher than last year and the contract is for three years with the option to extend for an additional two years, one year at a time;

Commissioner Migliozi ~~MOVED THAT~~ the proposed resolution for the lease of copiers be tabled for further discussion.

The Chairperson indicated, as there was no seconder, the motion is not accepted.

Discussion continued

- x The lease is based on copies per year ~~and~~ ~~includes~~ everything but the cost of the paper;
- x The tender was on the SEAO and the ~~app~~ ~~spec~~ ~~indicated~~ what the school board required and the bids are made ~~based~~ ~~on~~ predetermined specifications.

When asked by the Chairperson, Commissioner ~~Migliozi~~ ~~accepted~~ to continue as the mover of this resolution.

Engagement of Suppliers ~~WHEREAS~~ the photocopiers in place at the ~~print shop~~ end of term and the rental of new equipment is required;

Lease of Copiers

~~WHEREAS~~ public tenders for the above ~~and~~ project were called and opened on 2019-04-17;

Print Shop

~~WHEREAS~~ the conformability ~~of~~ all bidders has been verified;

CC-190522-MR-0197

Commissioner Emilio Migliozi ~~MOVED THAT~~ ~~the~~ recommendation of the Corporate Committee, the Council of Commissioner ~~Stefano~~ ~~of~~ ~~Windsor~~ ~~Laurier~~ ~~School~~ ~~Board~~ award the contract for the rental of ~~three~~ ~~new~~ photocopiers for the SWLSB print shop ~~the~~ ~~per~~ ~~click~~ ~~print~~ ~~costs~~ for an estimated thirteen million copies per year to RICOH Canada, for a total cost of 331 682,40\$ before ~~taxes~~ ~~of~~ 305,351,84\$ all taxes included or 354 524,54\$ ~~not~~ ~~taxes~~ three year period including

**8.7 QESBA****8.7.1 Vimy Oak Tree**

Vimy Oak Tree

**CC-190522-CA-0198**

WHEREAS the Board of Directors of the Quebec English School Boards Association (QESBA) approved a donation to the Vimy Foundation, which will go to support the Vimy Foundation Centennial Park;

WHEREAS with this donation comes a Vimy Oak Tree to plant as a commemoration of the Battle at Vimy Ridge;

WHEREAS the QESBA has advised the Sir Wilfrid Laurier School Board that it would like to donate this Vimy Oak Tree to the school board in honor of the years of service that the school board's former Chairperson, Jennifer Maccarone, dedicated to the Association;

**10.0 Question Period**

In response to questions from Renata Isopo, Journalist for The Laval News, the Director General advised that if she wished to know more about the AESOP system to make a request through access to Information. Ms. Isopo agreed.

**13.0 Adjournment**

On behalf of the Council of Commissioners, the Chairperson extended appreciation to the Interim Director of Corporate Affairs and Secretary General for all of her work and time in this position while also handling dossiers in her new position as Director of Human Resources.

The Director General highlighted and thanked Ms. Krenn for her utmost professionalism and outstanding performance while assuming the role of Interim Director of Corporate Affairs and Secretary General.

Parent Commissioner Tara Anderson MOVED the adjournment of the meeting.

**Carried unanimously**

**TIME: 21:12 hours**

NEXT MEETING	REGULAR	June 26, 2019
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