

**PROVINCE OF QUEBEC**

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF COMMISSIONERS OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2011-09-27**

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 Tuesday, 2011-09-27.

Present: Commissioners Steve Bletas, Chairman; Carolyn Curiale, Vice-Chairman; Mario Di Domenico, Robert Dixon, Nazario Facchino, Walter Fogel, Steve Kmec, Peter MacLaurin, Nick Milas, Steve Mitchell, Tom Mouhteros; Grace Nesi, Albina Pace, Merle Parkinson, Mike Pizzola, William Pollock, Nancy Rupnik and Edward Turchyniak; Parent Commissioners Roberto Bomba and Angelo Grasso; and Robert Vallerand, Interim Director General.

Also present were: Clifford Buckland, Interim Assistant Director General; Marie-Claude Drouin, Secretary General; Gaëlle Absolonne, Director of School Organization; Line Desgroseilliers, Director of Information Technology; Linda Di Domenico, Director of Human Resources; Heather Halman, Director of Adult Education & Vocational Training; Daniel Hogue, Director of Material Resources; Stephanie Krenn, Director of Complementary Services; Livia Nassivera, Director of Financial Resources; Gerry Robillard, Director of Educational Services; and Jocelyne Thompson-Ness, Administrative Assistant. Several other persons were also in the audience.

Absent: Commissioner Georges Benoit.

The Chairman called the meeting to order at 19:30 hours.

Commissioner Edward Turchyniak left the meeting.

**TIME: 19:31 hours**

**1.0 ACCEPTANCE OF AGENDA:**

The following addition to the agenda was proposed:

**10.0 VARIA:**

10.1 *Fire at Polyvalent Lavigne / Laurentian Regional HS Campus ..... INFO*

**CC-110927-CA-0012**

Commissioner Mike Pizzola MOVED THAT the agenda be approved as amended in document #SWLSB-2011/09/27-CA-001.

**Carried unanimously**

**2.0 APPROVAL OF MINUTES**

**CC-110927-CA-0013**

Parent Commissioner Angelo Grasso MOVED THAT the minutes of the REGULAR meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on 2011-08-31, having been received by all members prior to this meeting, be approved as presented.

<b>THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:</b>	
<b>Commissioners voting YEA:</b>	Steve Bletas, Carolyn Curiale, Mario Di Domenico, Robert Dixon, Nazario Facchino, Walter Fogel, Steve Kmec, Nick Milas, Steve Mitchell, Grace Nesi, Albina Pace, Merle Parkinson, Mike Pizzola, William Pollock, Nancy Rupnik, Edward Turchyniak
<b>Commissioners ABSTAINING:</b>	Peter MacLaurin

### 3.0 QUESTION PERIOD

In response to a question from Lisa Chartier, a parent of Laval Liberty High School (LLHS), the Secretary General advised that a request has been made to the Ministère de l'Éducation, du Loisir et du Sport (MELS) for a librarian who will be located at LLHS and that there is currently support for the library being provided by the school board. A follow-up with the MELS will be made in order to find out at what stage in the process our request is at.

The Director of Human Resources added that there is 15 hours of support per week which began during the week of 2011-09-19.

### 4.0 REPORT FROM THE CHAIRMAN:

#### 4.1 *Report from the Chairman:*

The Chairman presented a letter received from a student, who was invited to the Laurier Gala in May 2011 but was unable to attend, thanking the school board for the honour.

Commissioner Edward Turchyniak returned to the meeting. **TIME: 19:38 hours**

He went on to advise the Council that a workshop on the "Roles of the Chairman & Commissioners" has been organized for Wednesday, 2011-10-19, at 7 p.m. in the boardroom of the Administration Centre, with Bernard Jacob, Lawyer.

He welcomed Chloe Colantonio and her father to the meeting. Ms. Colantonio is a singer who attends Laurier Senior High School and has won several awards for her talents.

Ms. Colantonio sang two songs for the Commissioners and audience, one in English and the other in Italian.

The Director of Financial Resources entered the meeting. **TIME: 19:43 hours**

Commissioner Mike Pizzola left the meeting. **TIME: 19:43 hours**

The Chairman presented Ms. Colantonio with a certificate of achievement and pictures were taken. He advised that a "Wall of Fame" is to be established in the boardroom to honour the students who have performed for the Council.

In closing, he informed those present of who has been elected Chairman of each standing committee for the 2011-2012 school year. He also reminded those Commissioners who would not be attending the Quebec English School Boards Association (QESBA) Professional Development Session and Annual General Meeting on October 28 & 29, 2011, in Sherbrooke, to make sure that they register for the e-vote that will take place, as Commissioner Carolyn Curiale is running for the position of President of the association.

Commissioner Mike Pizzola returned to the meeting. **TIME: 19:45 hours**

### 5.0 BUSINESS ARISING:

There was no business arising.

In response to a question from Commissioner Steve Kmec, the Chairman noted that until authorization is received from the Ministère de l'Éducation, du Loisir et du Sport (MELS) to sell the land next to Laval Liberty High School to help support the school board's partnership in the Laval Aquatic Centre, the school board cannot proceed with the sale.

## 6.0 DECISION ITEMS:

### 6.1 HUMAN RESOURCES

#### 6.1.1 *Resignation of Director General:*

The Chairman advised the Council that he has received a notice of resignation from Anne-Marie Lepage from her post as Director General as she has been selected as the Director of Labour Relations for Quebec English School Boards Association (QESBA). Given that, it is now necessary to appoint an Interim Director General, as well as an Interim Assistant Director General.

#### CC-110927-HR-0014

Commissioner Albina Pace MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board receive and accept the notice of resignation from **Anne-Marie Lepage**, from her position as Director General, effective 2011-11-13, and extend best wishes to her in her future endeavours.

**Carried unanimously**

#### 6.1.2 *Interim Director General:*

The Chairman noted that several persons had been considered for the position of Interim Director General but it was felt that the person selected would be of the most benefit to the school board at this time as he has had many years of experience with this school board.

He also noted that the selection was made at a caucus of the Council and was a unanimous vote by those present.

#### CC-110927-HR-0015

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-110927-HR-0014, concerning the resignation of the Director General;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board wishes to have a smooth transition period;

Commissioner Edward Turchyniak MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board engage **Robert Vallerand** as the Interim and acting Director General, effective immediately.

**Carried unanimously**

The new Interim Director General thanked the Council for its vote of confidence and expressed his appreciation for being considered. He is looking forward to working with everyone.

#### 6.1.3 *Interim Assistant Director General:*

The Chairman noted that the Assistant Director General continues to be on sick leave therefore, an Interim Assistant Director General needs to be appointed.

Commissioner Merle Parkinson asked that the term "sick leave" in the resolution be replaced with "medical leave". Commissioner Carolyn Curiale accepted this change.

**CC-110927-HR-0016**

WHEREAS the Assistant Director General is currently on medical leave;

WHEREAS the leave of the Assistant Director General has been extended requiring that the position be replaced on a temporary basis;

Commissioner Carolyn Curiale MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board engage **Cliff Buckland** as the Interim Assistant Director General, effective immediately until the conclusion of the medical leave.

**Carried unanimously**

The new Interim Assistant Director General thanked the Council for its support and wished the Assistant Director General a quick recovery.

#### **6.1.4 Code of Conduct for Employees:**

The Secretary General noted that the Code of Conduct for Employees of the Sir Wilfrid Laurier School Board was tabled by the Executive Committee at its June meeting for further discussion. She went on to present the revised draft version of the policy noting that the comments received from the discussions have been taken into account, as had those from the original consultation.

**CC-110927-HR-0017**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board approved resolution #CC-110427-HR-0076, approving in principle proposed policy #2011-HR-08: Code of Conduct for all Employees of the Sir Wilfrid Laurier School Board;

WHEREAS the consultation period expired on 2011-06-27;

WHEREAS the comments received were reviewed and taken into consideration;

Commissioner Nick Milas MOVED THAT, on the recommendation of the Human Resources Committee, Communications & Public Relations Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve policy #2011-HR-08: Code of Conduct for all Employees of the Sir Wilfrid Laurier School Board.

<b>THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:</b>	
<b>Commissioners voting YEA:</b>	<b>Steve Bletas, Carolyn Curiale, Mario Di Domenico, Robert Dixon, Nazario Facchino, Walter Fogel, Steve Kmec, Peter MacLaurin, Nick Milas, Steve Mitchell, Grace Nesi, Albina Pace, Merle Parkinson, Mike Pizzola, William Pollock, Nancy Rupnik, Edward Turchyniak</b>
<b>Commissioners voting NAY:</b>	<b>Tom Mouhteros</b>

## **6.2 MATERIAL RESOURCES**

### **6.2.1 Asset Planning & Accommodation Services:**

The Director of Material Resources advised the Council that discussions have taken place concerning the need to develop a Business Plan encompassing the board's current and future needs with regards to capital projects, enrolment, and environmental vision, and that the Material Resources Committee feels that it is a good project and supports this proposal. He also noted that Ameresco is the only company of its type in Québec so there was no tender for services. This company also has a link with the Ministère de l'Éducation, du Loisir et du Sport (MELS) SIMACS Program, which is used by all school boards in Québec. The Sir Wilfrid Laurier School Board is taking a leadership role in this venture as it will be the first school board to implement such a plan.

**CC-110927-MR-0018**

WHEREAS the Sir Wilfrid Laurier School Board has resolved to develop a Business Plan encompassing the board's current and future needs with regards to capital projects, enrolment, and environmental vision;

WHEREAS the sole supplier of this particular service in the province of Quebec is AMERESCO;

WHEREAS AMERESCO has a link with the Ministère de l'Éducation, du Loisir et du Sport (MELS) SIMACS Program, a program that is used by Québec school boards to obtain funding for the maintenance of buildings;

WHEREAS this supplier has made a presentation on Asset Planning and Accommodation Services to Director of Material Resources and followed-up with a written proposal, as contained in document #SWLSB-2011/09/27-MR-001;

Commissioner Steve Kmec MOVED THAT, on the recommendation of Material Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the engagement of **AMERESCO** to develop a Business Plan encompassing the board's current and future needs with regards to capital projects, enrolment, and environmental vision for a total cost of 149 278,00\$ before Taxes (170 064,96\$, all taxes included).

AND THAT a service contract for the 2011-2012 school year be purchased at a cost of 29 856,00\$ before taxes (34 014,45\$ all taxes included).

<b>THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:</b>	
<b>Commissioners voting YEA:</b>	<b>Steve Bletas, Carolyn Curiale, Mario Di Domenico, Robert Dixon, Nazario Facchino, Walter Fogel, Steve Kmec, Peter MacLaurin, Nick Milas, Tom Mouhteros, Grace Nesi, Albina Pace, Merle Parkinson, Mike Pizzola, William Pollock, Nancy Rupnik, Edward Turchyniak</b>
<b>Commissioners voting NAY:</b>	<b>Steve Mitchell</b>

**6.2.2 Change Orders – McCaig ES Renovation Project:**

The Director of Material Resources presented and reviewed the latest change orders for the McCaig Elementary School renovation / enlargement project.

On a "point of order", Commissioner Walter Fogel noted that the reference to the "Director General" in the resolution should read "Interim Director General".

**CC-110927-MR-0019**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-091125-MR-0062, awarding the contract for the enlargement/renovation of McCaig Elementary School to Dorbec Construction Inc. for a total cost of 2 593 134,00\$, before taxes, (2 927 000,00\$, all taxes included);

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-101124-MR-0042, approving change orders in the amount 77 794,78\$, before taxes, (87 810,95\$, taxes included);

WHEREAS, during the construction, more change orders occurred to address specific issues, amounting to 164 324,49\$, before taxes (187 206,67\$, taxes included);

Commissioner Tom Mouhteros MOVED THAT, on the recommendation of the Material Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the change orders in the amount of 164 324,49\$, before taxes (187 206,67\$, taxes included).

AND THAT the total cost of the project, including the change orders, be increased to 2 835 253,27\$, before taxes (3 202 017,62\$, taxes included).

FURTHER THAT, the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Interim Director General, and in his absence or with his knowledge the Interim Assistant Director General, be authorized to sign all documentation concerning these change orders.

**Carried unanimously**

### **6.2.3 Sustainable Development Policy:**

The Director of Material Resources presented and reviewed the proposed policy on sustainable development noting that it has been vetted and supported by the Material Resources Committee and the Strategic Development Team. The proposed policy will be subject to a 60-day consultation.

#### **CC-110927-MR-0020**

WHEREAS the Québec Government has adopted Bill 118: Sustainable Development Act, which lays out what is expected of government bodies with respect to being respectful of the environment;

WHEREAS the Sir Wilfrid Laurier School Board has already taken some initiatives towards sustainable development;

Commissioner Walter Fogel MOVED THAT, on the recommendation of the Material Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve in principle policy #2011-MR-04: Policy on Sustainable Development (Environmental Policy).

AND THAT this policy be subject to a 60-day consultation period.

**Carried unanimously**

### **6.2.4 New Location – Laval Aquatic Centre:**

The Director of Material Resources advised the Council that when the school board first became involved in the Laval Aquatic Centre project the centre was to be located at 2323, boulevard Daniel-Johnson, but that since that time it has been determined that 3200, boulevard du Souvenir would be a better location.

In response to a question from Commissioner Merle Parkinson, the Director of Material Resources noted that a study was completed when developing the business plan with the Ville de Laval for the centre and that this is a better location due to the fact that the Ville de Laval intends to construct a new arena in the same vicinity and that it already has existing sports facilities close by.

Commissioner Walter Fogel left the meeting indicating to the Administrative Assistant recording the minutes of the meeting that he was in favour of the resolution on the Laval Aquatic Centre.

**TIME: 20:23 hours**

#### **CC-110927-MR-0021**

WHEREAS the Council of Commissioners Sir Wilfrid Laurier School Board adopted resolution #CC-070425-MR-0155, authorizing participation in a feasibility study and mandating the Director of Material Resources to continue discussions on the aquatic centre project to be located on land at 2323, boulevard Daniel-Johnson;

WHEREAS the Council of Commissioners Sir Wilfrid Laurier School Board adopted resolution #CC-090128-MR-0089, mandating the Secretary General and the Director of Material Resources to enter into negotiations to establish a Partnership Agreement and a Protocol of Agreement for the use and operation of the aquatic centre with the Ville de Laval;

WHEREAS the Council of Commissioners Sir Wilfrid Laurier School Board adopted resolution #CC-090826-MR-0014, mandating the Director of Material Resources to apply for Federal and Provincial grants for the aquatic centre project, as per the project specifications included in resolution #CC-070425-MR-0155;

WHEREAS the proposed location for the aquatic centre project has been changed to 3200, boulevard du Souvenir O. in Laval;

WHEREAS the proposed project specifications have been downsized in the budget;

WHEREAS the Council of Commissioners Sir Wilfrid Laurier School Board adopted resolution CC-110831-MR-0007, mandating the Director of Material Resources to request an authorization from the Ministère de l'Éducation, du Loisir et du Sport (MELS) to sell an unused portion of land located at 3200, boulevard du Souvenir O., Laval (Québec).;

WHEREAS the Council of Commissioners Sir Wilfrid Laurier School Board adopted resolution CC-110831-MR-0008, mandating the Director of Material Resources to request from the Ministère de l'Éducation, du Loisir et du Sport (MELS) authorization to borrow 1 500 000\$ at a term of 15-years to be paid back by annual energy savings.;

Commissioner Grace Nesi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board accept the new specifications of the aquatic centre project at its new location.

**Carried unanimously**

## **6.3 COMMUNICATIONS & CORPORATE AFFAIRS**

### **6.3.1 Amendment – Prolongation of 2007-2011 Strategic Plan:**

The Director of Adult Education & Vocational Training and previous Strategic Plan Advisor noted that in January 2011 an extension of the 2007-2011 Strategic Plan was approved by the Council of Commissioners in order to allow for the reception and analysis of key results necessary for the development of the new Strategic Plan. Given that, as of today, not all the data has been received from the Ministère de l'Éducation, du Loisir et du Sport (MELS) and other sources therefore, an additional extension is required in order to properly analyse the results and develop an appropriate strategic plan.

#### **CC-110927-CA-0022**

WHEREAS the Council of Commissioners adopted resolution # CC-110126-CA-0052 extending the 2007-2011 Strategic Plan for the Sir Wilfrid Laurier School Board in order to allow for the reception and analysis of key results necessary for the development of the new Strategic Plan;

WHEREAS an in-depth analysis of the available data must be completed;

WHEREAS not all data has been received from the stakeholders;

WHEREAS the new Strategic Plan will be developed using this data;

Parent Commissioner Angelo Grasso MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve that resolution #CC-110126-CA-0052 be amended by extending the current

2007-2011 Sir Wilfrid Laurier Strategic Plan until 2012-06-30; in order to allow for the reception and analysis of key results and the establishment of new goals for the development of the new Strategic Plan.

AND THAT a 60-day consultation period take place for the new Strategic Plan in the Spring of 2012.

**Carried unanimously**

Commissioner Grace Nesi left the meeting.

**TIME: 20:25 hours**

## **7.0 INFORMATION ITEMS**

### **7.1 SWL Foundation:**

Commissioner Edward Turchyniak advised that the next Sir Wilfrid Laurier Foundation event would be held on 2012-01-12 at the Chateau Royal in Laval. The next meeting of the Foundation is 2011-09-28 and the entertainment for the event will be discussed.

Commissioner Grace Nesi returned to the meeting.

**TIME: 20:26hours**

### **7.2 Parent Commissioners Report**

Parent Commissioner Roberto Bomba advised that the first meeting of the Parents Committee for the 2011-2012 school year would be held on 2011-10-06 in the boardroom of the Administration Centre.

Parent Commissioner Angelo Grasso invited the Interim Director General to attend the meeting.

### **7.3 Report of the QESBA:**

Commissioner Carolyn Curiale drew the attention of the Council to the summary of the 2011-09-09 meeting of the Quebec English School Boards Association (QESBA) Board of Directors contained in the meeting package.

## **8.0 QUESTION PERIOD:**

There were no questions.

## **9.0 CORRESPONDENCE:**

The Chairman drew the council's attention to a Tel jeunes event and to several recent articles on education that have appeared in the Montreal Gazette.

## **10.0 VARIA:**

### **10.1 Fire at Polyvalent Lavigne / Laurentian Regional HS Campus:**

Commissioner Robert Dixon advised that he had paid a visit to Laurentian Regional High School (LRHS) earlier today and noted that everything seems to be running smoothly with sharing the school with its neighbours, the Polyvalente Lavigne. He passed on a message from the Principal of LRHS, Christina Shousha, thanking the school board for all the support that it has provided to LRHS and to the Polyvalente Lavigne to provide a school environment for the students in the French sector. Thursday, 2011-09-29 will be the first day back to class for the French sector since the fire.

Commissioner Walter Fogel returned to the meeting.

**TIME: 20:29 hours**

Commissioner Mike Pizzola MOVED THAT the Council go "in camera".

**TIME: 20:30 hours**

The meeting resumed.

**TIME: 20:50 hours**

The Council entered into discussion and several Commissioners expressed their feelings of disappointment on the resignation of the Director General and the potential role that the Quebec English School Boards Association (QESBA) may have played in this process.

Commissioner Tom Mouhteros returned to the meeting.

**TIME: 20:56 hours**

It was noted that everyone has the right to apply, interview and accept a position elsewhere and that they are not obligated to advise their current employer of their intentions. In addition, the company hiring that person cannot inform the current employer, even if they may have close ties.

**11.0 ADJOURNMENT OF MEETING:**

Commissioner Mike Pizzola MOVED adjournment of the meeting.

**Carried unanimously**

**TIME: 20:58 hours**

**NEXT MEETING ⇨ REGULAR ⇨ 2011-10-26**

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**Marie-Claude Drouin, Secretary General**

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**Steve Bletas, Chairman**