

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, October 24, 2018 at 19:30 hours, at which were:

**Present:** Dean Dugas, Acting Chairperson; Commissioners Vicky Kalitziakis, Peter MacLaurin, Anne McMullon, Emilio Migliozi, Melissa Wall and Parent Commissioners Stéphane Henley and Bob Pellerin and Gaëlle Absolonne, Director General.

**Absent:** Commissioner Guy Gagnon

**Also present were:** Frédéric Greschner, Assistant Director General; Stephanie Krenn, Interim Director of Corporate Affairs and Secretary General; Robin Bennett, Director of Information Technology; Florence Delorme, Director of School Affairs and School Organization; Jérôme Dionne, Director of Material Resources and Transportation; Richard Greschner, Director of Human Resources; Geoffrey Hipps, Director of Pedagogical Services; Chao Ling Pan, Director of Financial Resources; and Jocelyne Thompson-Ness, Administration Officer.

The Acting Chairperson opened the meeting.

**TIME: 19:38 hours**

## 0.0 Acknowledgement of the Land

*"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-181024-CA-0035

Parent Commissioner Stéphane Henley MOVED THAT the agenda be approved as amended in document #SWLSB-2018/10/24-CA-001.

**Carried unanimously**

## 2.0 Approval of Minutes

Approval of Minutes  
September 26, 2018  
CC-181024-CA-0036

Commissioner Emilio Migliozi MOVED THAT the minutes of the regular meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on September 26, 2018, having been received by all members prior to this meeting, be approved as presented.

**Carried unanimously**

Approval of Minutes  
October 10, 2018  
CC-181024-CA-0037

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 10, 2018, having been received by all members prior to this meeting, be approved as presented.

**Carried unanimously**

### 3.0 Appointment of Chairperson and Commissioners

The Interim Director of Corporate Affairs and Secretary General presented the steps taken to fill the positions of Chairperson and Commissioner highlighting the legal requirements as per the *Education Act*, the *Act respecting school elections*, the *Act to defer the next general school election and to allow the Government to provide for the use of a remote voting method*; the consultation process with the Parents Committee and the timeline for filling the vacant seat on the Council of Commissioners.

#### 3.1 Chairperson:

Vote by Secret Ballot  
For Chairperson

Commissioner Peter MacLaurin MOVED THAT the voting process be conducted as a secret ballot.

CC-181024-CA-0038

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners & Parent Commissioners voting YEA:	Dean Dugas, Stéphane Henley, Vicky Kaliotzakis, Peter MacLaurin, Emilio Migliozi, Bob Pellerin, Melissa Wall
Commissioners & Parent Commissioners voting NAY:	Anne McMullon

At the request of the Acting Chairperson, the Assistant Director General and the Interim Director of Corporate Affairs and Secretary General agreed to act as scrutineers.

The results of the secret ballot: majority vote in favour of Paolo Galati.

Appointment of  
Chairperson

WHEREAS Jennifer Maccarone, Chairperson of the Sir Wilfrid Laurier School Board was elected to the Québec National Assembly;

CC-181024-CA-0039

WHEREAS section 21 of the Act respecting school elections renders any Commissioner who is a member of the National Assembly ineligible;

WHEREAS the provincial election of Ms. Maccarone has left the position of Chairperson of the Sir Wilfrid Laurier School Board vacant;

WHEREAS the vacant position of Chairperson must be filled within 30 days in accordance with section 199 of the Act Respecting School Elections;

WHEREAS section 3 of *An Act to defer the next general school election and to allow the Government to provide for the use of a remote voting method* provides for the Council of Commissioners to fill vacancies as per section 199 of the *Act respecting school elections*;

WHEREAS the Council of Commissioners approved resolution #CC-181010-CA-0034, initiating call for nominations for candidates to submit their interest by October 16, 2018;

WHEREAS a public notice for the call for nominations was posted in the schools and centres, Website and Facebook page of the Sir Wilfrid Laurier School Board on October 12, 2018, with responses of interested candidates sent to the Interim Director of Corporate Affairs and Secretary General by noon on October 16, 2018.

WHEREAS a new Chairperson must be appointed no later than November 1, 2018;

WHEREAS two eligible applications were received for the position of Chairperson;

WHEREAS eligible candidates had the opportunity to present themselves at a special evening meeting in the presence of the Council of Commissioners and Parents Committee of the Sir Wilfrid Laurier School Board held on October 17, 2018;

WHEREAS the Parents Committee was consulted on October 17, 2018 and feedback was received and shared with the Council of Commissioners;

WHEREAS the Council of Commissioners wished to prioritize the filling of the position of Chairperson prior to potential vacant Commissioner seat;

Commissioner Melissa Wall MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint **Paolo Galati** as Chairperson of the Council of Commissioners of the Sir Wilfrid Laurier School Board effective immediately following the swearing-in ceremony on October 24, 2018;

FURTHER THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board would like to thank all persons who submitted an application for the Chairperson seat.

Carried by majority vote

Destruction of Ballots

Commissioner Peter MacLaurin MOVED THAT the ballots be destroyed.

Carried unanimously

CC-181024-CA-0040

### 3.2 Commissioner Electoral Division 8:

Commissioner Emilio Migliozi placed a motion on the floor proposing that the Council of Commissioners of the Sir Wilfrid Laurier School Board table the resolutions nominating the Commissioners for Electoral Divisions 8 and 9 due to the fact that the Parents Committee had not been consulted upon as to which of the electoral divisions each candidate would represent.

The Acting Chairperson called for a seconder for this motion and, as there was no seconder, the motion expired.

Vote by Secret Ballot  
for Commissioner  
Electoral Division 8

Commissioner Peter MacLaurin MOVED THAT the voting process be conducted as a secret ballot.

CC-181024-CA-0041

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners & Parent Commissioners voting YEA:	Dean Dugas, Stéphane Henley, Vicky Kaliotzakis, Peter MacLaurin, Emilio Migliozi, Bob Pellerin, Melissa Wall
Commissioners & Parent Commissioners voting NAY:	Anne McMullon

The results of the secret ballot: majority vote in favour of James Di Sano.

Appointment of  
Commissioner

WHEREAS the Commissioner seat for electoral division #8 became vacant on 2018-10-12;

Electoral Division 8

WHEREAS the vacancy must be filled within 30 days in accordance with section 199 of the Act Respecting School Elections;

CC-181024-CA-0042

WHEREAS section 3 of *An Act to defer the next general school election and to allow the Government to provide for the use of a remote voting method* provides for the Council of Commissioners to fill vacancies as per section 199 of the *Act respecting school elections*;

WHEREAS the Council of Commissioners approved resolution #CC-181010-CA-0034, initiating call for nominations for candidates to submit their interest by October 16, 2018;

WHEREAS a public notice for the call for nominations was posted in the schools and centres, Website and Facebook page of the Sir Wilfrid Laurier School Board on October 12, 2018, with responses of interested candidates sent to the Interim Director of Corporate Affairs and Secretary General by noon on October 16, 2018;

WHEREAS two eligible applications were received for the position of Commissioner for electoral division #8 (Laval);

WHEREAS eligible candidates had the opportunity to present themselves at a special evening meeting in the presence of the Council of Commissioners and Parents Committee of the Sir Wilfrid Laurier School Board held on October 17, 2018;

WHEREAS the Parents Committee was consulted on October 17, 2018 and feedback was received and shared with the Council of Commissioners;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board would like to thank all persons who submitted an application for the vacant commissioner seat in electoral division #8;

Parent Commissioner Stéphane Henley MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint **James Di Sano** as Commissioner for electoral division #8 (Laval) effective immediately following the swearing-in ceremony on October 24, 2018.

Carried by majority vote

Destruction of Ballots

Commissioner Peter MacLaurin MOVED THAT the ballots be destroyed.

Carried unanimously

CC-181024-CA-0043

### 3.2 Commissioner Electoral Division 9:

In response to a question from Commissioner Anne McMullon, the Acting Chairperson indicated that, for the purposes of continuity, the process for voting should be maintained.

Vote by Secret Ballot  
for Commissioner  
Electoral Division 9

Commissioner Peter MacLaurin MOVED THAT the voting process be conducted as a secret ballot.

CC-181024-CA-0044

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners & Parent Commissioners voting YEA:	Dean Dugas, Stéphane Henley, Vicky Kaliotzakis, Peter MacLaurin, Emilio Miglozzi, Bob Pellerin, Melissa Wall
Commissioners & Parent Commissioners voting NAY:	Anne McMullon

The results of the secret ballot: majority vote in favour of Anick Brunet.

Appointment of  
Commissioner

WHEREAS the Commissioner seat for electoral division #9 became vacant on 2018-10-12;

Electoral Division 9

WHEREAS the vacancy must be filled within 30 days in accordance with section 199 of the Act Respecting School Elections;

CC-181024-CA-0045

WHEREAS section 3 of *An Act to defer the next general school election and to allow the Government to provide for the use of a remote voting method* provides for the Council of Commissioners to fill vacancies as per section 199 of the *Act respecting school elections*;

WHEREAS the Council of Commissioners approved resolution #CC-181010-CA-0034, initiating call for nominations for candidates to submit their interest by October 16, 2018;

WHEREAS a public notice for the call for nominations was posted in the schools and centres, Website and Facebook page of the Sir Wilfrid Laurier School Board on October 12, 2018, with responses of interested candidates sent to the Interim Director of Corporate Affairs and Secretary General by noon on October 16, 2018;

WHEREAS two eligible applications were received for the position of Commissioner for electoral division #9 (Laval);

WHEREAS eligible candidates had the opportunity to present themselves at a special evening meeting in the presence of the Council of Commissioners and Parents Committee of the Sir Wilfrid Laurier School Board held on October 17, 2018;

WHEREAS the Parents Committee was consulted on October 17, 2018 and feedback was received and shared with the Council of Commissioners;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board would like to thank all persons who submitted an application for the vacant commissioner seat in electoral division #9;

Commissioner Anne McMullon MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint **Anick Brunet** as Commissioner for electoral division #9 (Laval) effective immediately following the swearing-in ceremony on October 24, 2018.

Carried by majority vote

Destruction of Ballots

Commissioner Peter MacLaurin MOVED THAT the ballots be destroyed.

Carried unanimously

CC-181024-CA-0046

Commissioner Anne McMullon thanked all of the candidates who put their name forward to be a representative of this school board. She extended a special thanks to candidate Ailsa Pehi for her valuable contribution to this school board in her four years as a Commissioner.

#### 4.0 Question Period

In response to several questions and concerns from Chris Eustace, a member of the audience who had submitted his questions prior to the meeting, the Acting Chairperson noted that the questions currently being asked were not the ones submitted for this first question period, and that, if he wished to have these additional questions answered, he could prepare and submit them in writing for the November Council meeting.

In response to Mr. Eustace's submitted questions, the Acting Chairperson responded as follows:

- Some of the schools do have cycling programs and that his information links will be forwarded to all schools;
- The school board is not familiar with the book he is referring to for Black History Month but Pedagogical Services will inform the schools and centres of the availability of this book;
- There has not been a meeting of the Quebec English School Boards Association since June 2018 so the school board delegates have not yet had any dealings with its new Executive Director, Russell Copeman.

#### 5.0 Report from the Chairperson

There is no report.

#### 6.0 Business Arising:

There was no business arising.

#### 7.0 Decision Items:

##### 7.1 Financial Resources:

##### 7.1.1 *Audit 2017-2018:*

The report was made at the October 17, 2018 meeting of the Corporate Committee.

**7.1.2 2017-2018 Financial Statement:**

2017-2018 Financial  
Statement

CC-181024-FR-0047

WHEREAS the Education Act requires a school board to submit annual financial statements;

WHEREAS the firm Amyot Gélinas s.e.n.c.r.l., has completed the audit of the records and statements of the Sir Wilfrid Laurier School Board for the period ending June 30, 2018;

WHEREAS the financial statements were presented on October 17, 2018 to the members of the Corporate Committee

WHEREAS in accordance with section 286 of the Education Act a public notice was given on August 22, 2018;

WHEREAS the school board has a preliminary surplus of 5,090,096\$;

WHEREAS an amount of 2,721,800\$ was provisioned against a class action suit;

WHEREAS the budget parameters have been amended six times throughout the school year

WHEREAS the amendments occurred too late in the school year in order to allow the school board to utilize the funding judiciously;

WHEREAS the 2017-2018 Financial Statements, prepared according to the Canadian Public Sector Accounting Standards, show the following:

Beginning Accumulated Surplus:	6,802,485\$
<u>Current Year:</u>	
Revenues:	168,697,316 \$
Expenses:	<u>166,329,020\$</u>
Total Current Year Surplus:	2,368,296\$
Ending Accumulated Surplus:	9,170,781\$

Commissioner Anne McMullon MOVED THAT, on the recommendation of the Audit Committee, the 2017-2018 audited Financial Statements of the Sir Wilfrid Laurier School Board for the period ending June 30, 2018 be received by the Council of Commissioners of the Sir Wilfrid Laurier School Board as submitted by the Director General.

**Carried unanimously**

**7.1.3 Statement of Unpaid Taxes:**

In response to a request from Commissioner Peter MacLaurin, the Director of Financial Resources agreed that the resolution for the unpaid taxes would be modified for 2019-2020 to include a breakdown of the unpaid taxes.

Statement of  
Unpaid Taxes

CC-181024-FR-0048

Commissioner Vicky Kaliotzakis MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve, in accordance with sections 339 et 340 of the Education Act, the statement prepared by the Director of Financial Resources for the Director General for school taxes outstanding as of October 18, 2018 in the amount of 6,389,704.48 \$.

**Carried unanimously**

#### 7.1.4 RARC – Nomination of Replacement:

The Acting Chairperson advised that after discussion at the October 17, 2018 meeting, the Corporate Committee recommended that the Secretary General be appointed as the RARC.

RARC – Nomination of Replacement

CC-181024-FR-0049

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-161123-MR-0037, naming the Coordinator of Financial Resources as the Contract Rules Compliance Monitor (RARC);

WHEREAS there are staffing changes resulting in the need to name a new RARC;

WHEREAS the school board is required to name someone as its RARC;

WHEREAS a presentation was made at the Corporate Committee meeting on October 17, 2018;

Commissioner Emilio Miglozzi MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board name the Secretary General, as its Contract Rules Compliance Monitor (RARC), effective October 25, 2018;

AND THAT the mandate of this position be in accordance with the law;

FURTHER THAT this resolution replaces resolution #CC-161123-MR-0037.

Carried unanimously

#### 7.2 Corporate Affairs and Secretary General:

##### 7.2.1 By-Law – Delegation of Functions and Powers – Financial Limits:

The Interim Director of Corporate Affairs and Secretary General noted that the financial limits have been adjusted in the by-law to reflect the changes to the *Act Respecting Contracting by Public Bodies*.

By-Law – Delegation of Functions and Powers – Financial Limits

CC-181024-CA-0050

WHEREAS the Council of Commissioners adopted resolution #CC-170628-CA-0110, approving amendments to the financial limits of by-law #BL2008-CA-01: Delegation of Functions & Powers of the Sir Wilfrid Laurier School Board;

WHEREAS the current delegations of powers makes it necessary to amend the financial limits within the by-law to reflect the changes to the *Act Respecting Contracting by Public by Public Bodies*.

WHEREAS a presentation was made at the Corporate Committee meeting held on October 17, 2018:

Commissioner Peter MacLaurin MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the amendments to the financial limits of by-law #BL2008-CA-01: Delegation of Functions & Powers of the Sir Wilfrid Laurier School Board.

Carried unanimously

##### 7.2.2 Policy Concerning Tobacco, Alcohol and Drugs in the Workplace:

Policy Concerning Tobacco, Alcohol and Drugs in the Workplace

CC-181024-CA-0051

WHEREAS Bill 157 - *An Act to constitute the Société québécoise du cannabis, to enact the Cannabis Regulation Act and to amend various highway safety-related provisions* coming into effect as of October 17, 2018;

WHEREAS school boards are required to formulate a framework to govern the use of cannabis in the workplace;

WHEREAS the Sir Wilfrid Laurier School Board currently has a Policy governing the use of tobacco;

WHEREAS the Act will incorporate the same provisions as stipulated in the Tobacco Control Act (chapter L-6.2);

WHEREAS the policy was presented at the Corporate Committee meeting held on October 17, 2018:

Parent Commissioner Bob Pellerin MOVED THAT on the recommendations of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize for consultation policy #2019-CA-25: Policy Concerning Tobacco, Alcohol and Drugs;

AND THAT the consultation begins on October 25, 2018 and ends on November 23, 2018 with the Governing Boards, Parents Committee, Association québécoise des cadres scolaires– Sir Wilfrid Laurier Chapter, Sir Wilfrid Laurier Administrators' Association, Laurier Teachers' Union (LTU), Professionals, CSN-S18 and SEPB-Québec-FTQ Local 577.

**Carried unanimously**

### 7.2.3 2016-2017 Sir Wilfrid Laurier School Board Annual Report:

2016-2017 Sir Wilfrid Laurier School Board Annual Report

CC-181024-CA-0052

WHEREAS section 220 of the Education Act requires a school board to produce an Annual Report to advise the population of its territory of its activities;

WHEREAS the proposed Annual Report was sent to all Commissioners on October 15, 2018 to obtain feedback;

Commissioner Melissa Wall MOVED THAT, on the recommendation of the Director General, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the 2016-2017 Annual Report, as per document #SWLSB-2018/10/24-CA-002.

**Carried unanimously**

### 7.3 *Pedagogical Services:*

#### 7.3.1 Commitment-to-Success Plan - Amendments:

Commitment-to-Success Plan – Amendments

CC-181024-ED-0053

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-180627-CA-0147, approving the 2018-2022 Commitment-to-Success Plan;

WHEREAS the 2018-2022 Commitment-to-Success Plan was submitted to the Ministère de l'Éducation et de l'Enseignement supérieur (MEES) for approval;

WHEREAS the MEES has reviewed the plan and provided feedback and recommendations for changes;

WHEREAS a presentation was made at the Pedagogical Committee meeting held on October 3, 2018:

Parent Commissioner Stéphane Henley MOVED THAT, on the recommendation of the Pedagogical Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the amendments to the 2018-2022 Commitment-to-Success Plan as contained in document #SWLSB-2018/10/24-CA-002.

**Carried unanimously**

### 8.0 Oath of Office – Chairperson and Commissioners

The Director General explained the Oath of Office process noting that it is her privilege in this position to undertake this task.



### **8.1 Chairperson**

The Director General received the Oath of Office of the Chairperson, Paolo Galati, and welcomed him to the Sir Wilfrid Laurier School Board.

The Chairman thanked everyone for the vote of confidence in appointing him to this position and that he is looking forward to working with everyone to ensure that the students come first.

On behalf of the Council of Commissioners, the Acting Chairperson congratulated the new Chairperson and welcomed him to the table.

### **8.2 Commissioner Electoral Division 8:**

The Director General received the Oath of Office of the Commissioner for Electoral Division 8, James Di Sano, and welcomed him to the Sir Wilfrid Laurier School Board.

On behalf of the Council of Commissioners, the Acting Chairperson congratulated Commissioner Di Sano and welcomed him to the table.

### **8.3 Commissioner Electoral Division 9:**

The Director General received the Oath of Office of the Commissioner for Electoral Division 9, Anick Brunet, and welcomed her to the Sir Wilfrid Laurier School Board.

On behalf of the Council of Commissioners, the Acting Chairperson congratulated Commissioner Brunet and welcomed her to the table.

The Chairperson asked that the Acting Chairperson take the chair to complete this meeting and thanked him for his dedication to the position during this process.

## **9.0 Information Items**

### **9.1 SWL Foundation**

There was no report.

The new Chairperson advised that the next event of the Foundation is to be held on January 24, 2019.

### **9.2 Parent Commissioners Report:**

Parent Commissioner Bob Pellerin drew the Council's attention to the Parent Commissioners report in the meeting package highlighting the results of recent elections to the Parents Committee executive noting that Carla Tosti, Parent Delegate for Rosemere High School, has been re-elected as Chair. He congratulated the newly elected Parent Commissioners Charbel Mourad, Elementary, and Anthony Beliotis, Secondary, who will take office November 4, 2018.

The Acting Chairperson expressed appreciation, on behalf of the Council of Commissioners, to Parent Commissioner Pellerin for his valuable contributions and input over the past two years.

### **9.3 QESBA**

The Acting Chair advised that the next meeting of the QESBA will be the Annual General Meeting on October 27, 2018.

## 10.0 Question Period

In response to questions from Stephanie McLellan, president of the Laurier Teachers Union (LTU), the Director General noted:

- The concerns of LTU are noted;
- There have been five different versions of the 2018-2019 budgetary rules which has resulted in many challenges;
- Some grant monies from the MEES are received late in the school year, around the end of April, which makes it difficult to spend the entire grant prior to June 30;
- The school board can definitely improve its practices in order to ensure that all monies received are spent prior to June 30 annually;
- The 2017-2018 school year introduced the new measures structure and now with experience on how the new structure operates it will be easier to track how these monies are allocated;
- The support of LTU is always appreciated.

In response to questions from Renata Isopo, Journalist for The Laval News, the Acting Chairperson, with the assistance of the Directorate team, noted:

- All persons who submitted their name for the position of Chairperson and Commissioner were retained;
- Two candidates submitted their names for both Electoral Divisions 8 and 9;
- Section 199 of the *Act respecting school elections* does not require that the school board post a notice in a newspaper. Therefore, the information on the vacancies for Chairperson and Commissioners was posted in the schools and centres as well as on the school board website and Facebook page;
- In accordance with the law the vacancies must be filled within 30 days and the Council supported this timeline.

## 11.0 Correspondence

There was no correspondence.

## 12.0 Varia

There was no varia.

## 13.0 Adjournment

Parent Commissioner Bob Pellerin MOVED the adjournment of the meeting.

Carried unanimously

TIME: 20:50 hours

NEXT MEETING ⇨ REGULAR ⇨ November 28, 2018