

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, January 29, 2020 at 19:30 hours, at which were:

**Present:** Paolo Galati, Chairperson; Vicky Kaliozakis, Vice-Chairperson; Bob Pellerin, Vice-Chairperson Alternate; Commissioners James Di Sano, Peter MacLaurin, Anne McMullon, Emilio Migliozi, and Parent Commissioners Tara Anderson and Stéphane Henley and Gaëlle Absolonne, Director General.

**Also present were:** Frédéric Greschner, Assistant Director General; Anna Sollazzo, Director of Corporate Affairs and Secretary General; Robin Bennett, Director of Information Technology; Florence Delorme, Director of School Affairs and School Organization; Michel Dufour, Director of Material Resources and Transportation; Chao Ling Pan, Director of Financial Resources; François Badin, Assistant Director of Human Resources and Jocelyne Thompson-Ness, Administration Officer.

**Absent:** Commissioners Anick Brunet, Guy Gagnon, Melissa Wall and Parent Commissioner Anthony Beliotis.

The Chairperson opened the meeting.

TIME: 19:30 hours

#### 0.0 Opening of Meeting

The Chairperson called the meeting to order and verified quorum with the Secretary General.

The Director of Corporate Affairs and Secretary General confirmed quorum.

#### 0.1 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 Approval of the Agenda

Approval of the Agenda

Commissioner Emilio Migliozi MOVED THAT the agenda be approved as presented in document #SWLSB-2020/01/29-CA-001.

CC-200129-CA-0058

Carried unanimously

#### 2.0 Approval of Minutes

##### 2.1 December 11, 2019:

Approval of Minutes  
December 11, 2019

Commissioner Peter MacLaurin MOVED THAT the minutes of the regular meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on December 11, 2019, having been received by all members prior to this meeting, be approved as written.

CC-200129-CA-0059

Carried unanimously

Approval of Minutes  
January 17, 2020

CC-200129-CA-0060

## 2.2 January 17, 2020:

Parent Commissioner Stéphane Henley MOVED THAT the minutes of the special meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on January 17, 2020, having been received by all members prior to this meeting, be approved as written.

Carried unanimously

## 3.0 Question Period

There were no questions.

The Director of Corporate Affairs and Secretary General reminded those present that any questions raised in the second question period must pertain to items on the agenda.

## 4.0 Report from the Chairperson

The Chairperson read the following tribute to Jack Fitch, Special Education Technician at Lake of Two Mountain High School and a long time employee of the school board, who recently passed away:

*"In 1992, Jack Fitch started working for School Board as a substitute teacher.*

*Two years later, he became Special Education Technician at Lake of Two Mountains High School. He loved his job and was so proud of working with the WOTP students.*

*Later, Jack was elected union president for the support staff union, SEPB577, a position he proudly held from 2007 to 2015. After his tenure, he was happy to return to Lake of Two Mountains High School.*

*Jack was a dedicated, passionate, generous and loyal person who touched the lives of many students and employees alike.*

*Our thoughts and prayers are with his wife Danielle and his daughter Kim. May he rest in peace."*

He continued noting another recent tragedy where 63 Canadians died in an airplane crash in Iran and read the following into the minutes:

*"January 8, 2020 is a tragic day that will be remembered by everyone across the world.*

*The 167 passengers and 9 crew members on Flight PS752 died after the plane was shot down by a missile a few minutes after takeoff.*

*Of those 176 passengers, 63 were Canadian citizens coming back home after spending the holidays in Iran. Families have been destroyed; husbands, wives, children, parents, brothers, sisters, colleagues, and friends are mourning the loss of loved ones.*

*In honor of the victims of this horrible disaster, I would like us to have a minute of silence."*

Today is Bell's "Let's Talk" Day and the Chairperson reminded those present to remember to go on social media and text, tweet, post, etc. to promote the importance of talking about mental health.

The Chairperson presented his monthly report noting the following events attended:

- December 20, 2019 – Rosemere High School Community Breakfast which is a fundraiser for the Children’s Wish Foundation. Also in attendance were Commissioners Vicky Kaliozakis and Anne McMullon, the Director General and many members of the head office staff. Thank you to Karen Lorenz, Principal of RHS, and her staff and students for a successful event;
- December 20, 2019 – Laval Junior Academy Community Breakfast. Congratulations to Eric Ruggi, Principal of Laval Junior Academy, Kerry Swanson, Student Supervisor, Dianna Giustini, School Secretary, staff and students for making this community event a success. Also in attendance were Commissioners James Di Sano and Vicky Kaliozakis, Parent Commissioner Anthony Bellotis and several local politicians;
- January 21, 2020 – SEAC Conference: Language Development and Ways to Support It. This conference was free and could be attended either in person or online. The event currently be viewed online on the school board web site.
- January 23, 2020 – Sir Wilfrid Laurier Foundation Annual Gala. The event was a success with \$26,270 raised. Special thanks to the members of the Foundation and the following employees of the school board: Maxeen Jolin, Susan O’Keeffe, Claudia Giuliani, Elisabeth Rossi, Karine Valiquette and volunteers Olivia Landry and Amy Parsons;
- January 24, 2020 – Invitation to LEARN at its head office. LEARN is a non-profit organization that serves students of the Anglophone community with the offer of resources, tools, support, online services, etc. to help students succeed. The Director General was also present at this event;
- Upcoming events:
  - Re-registration at the end of January and registration for the 2020-2021 school year for the entire month of February. An alumni campaign involving people who attended Sir Wilfrid Laurier School Board schools and who currently are employees of the school board is being used to promote registration;
  - The PREL Hooked on School Days will take place from February 17 – 21, 2020 and the theme is *Our actions, a + in their success*;
  - The Embracing Diversity March 29 – 30, 2020.

The Chairperson wished everyone a happy New Year.

## 5.0 Report from the Director General

The Director General wished everyone a happy New Year and presented her monthly report noting her attendance at the following events:

- December 20, 2019 – Rosemere High School Community Breakfast fundraiser for the Children’s Wish Foundation. The funds raised this year went to a student at the school with cancer whose wish is a family vacation;
- December 27, 2019 – John F. Kennedy Elementary School made the news with its Me to We friendship boxes. This initiative was brought forth by Cory, a student at the school, when his teacher, Leslie Sklavounos, began teaching the students about poverty in northern Canada. The students packed boxes of useful items and wrote a friendship letter for each box;
- January 14, 2020 – Coffee with the DG at Laurentian Elementary School resulted in great conversation with a large group of teachers and staff. Also present were Frédéric Greschner, Assistant Director General; Geoffrey Hipps, Director of Pedagogical Services; Claudia Giuliani, Coordinator of School Organization & Daycare; and Mark McMahon, Foreman;

- January 15, 2020 – Management meeting at Phoenix Alternative. This year management meetings are rotating between different locations throughout the school board to allow for the management staff to have the opportunity to see what other schools and centres have to offer. Five students from the school came to the meeting and gave testimonials about the school, why they are there and how being there has boosted self-confidence, the feeling of belonging and being given a second chance. The Management group also had the pleasure of having lunch with the students;
- January 17, 2020 – Coffee with the DG at Souvenir Elementary School. The school is a very happy and caring place. Also in attendance were Michel Dufour, Director of Material Resources and Transportation; Michael Quinn, Assistant Director of Pedagogical Services; and Santina Racanelli, Payroll;
- January 21, 2020 – Special Education Advisory Committee Conference. This was a free conference for parents;
- January 23, 2020 – The annual January Sir Wilfrid Laurier Foundation Gala;
- January 24, 2020 – Visit to the LEARN offices. LEARN is funded through the Québec-Canada entente and Heritage Canada and provides support to the Anglophone education community whether in school or homeschooled. LEARN's free online services have been used by 528 students so far this year and 74 teachers have taken advantage of its IT workshops;
- Upcoming events:
  - An alumni campaign involving people who attended Sir Wilfrid Laurier School Board schools, including various employees who are graduates of the school board, is being used to promote registration. Re-registration takes place at the end of January and registration for the 2020-2021 school year begins in February.
  - The PREL Hooked on School Days will take place from February 17 – 21, 2020 and the theme is *Our actions, a + in their success*;
  - The Embracing Diversity Conference March 29 – 30, 2020. This event will present topics on how to take care of yourself as well as a child with special needs. A special session for the school board's daycare employees will be held on March 30, 2020 from 7:00-9:00 p.m. as they cannot be present during the day as daycare is open on pedagogical days.

## 6.0 Business Arising:

There was no business arising.

## 7.0 Decision Items:

### 7.1 Information Technology

#### 7.1.1 Plan directeur des ressources informationnelles / Information Resources Master Plan - Final

Plan directeur des ressources informationnelles / Information Resources Master Plan – Final

CC-200129-IT-0061

WHEREAS Bill 135: *An Act to reinforce the governance and management of the information resources of public bodies and government enterprises* (the "Act") came into force in March 2018;

WHEREAS the Act requires public institutions to review and reinforce their information resources on a continuing basis;

WHEREAS the Ministère de l'Éducation et de l'enseignement supérieur (the "MEES") has mandated all educational institutions to produce a *Plan directeur des ressources informationnelles* (the "PDRI") in order to remain compliant with the Act;

WHEREAS the MEES mandated Collecto to conduct a public tender to produce a template for the PDRI;

WHEREAS the Sir Wilfrid Laurier School Board participated in the public tender through Collecto receiving a template to assist in the creation of the PDRI;

Commissioner Anne McMullon MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the *Plan directeur des ressources informationnelles* (PDRI);

AND THAT the Director of Information Technology be mandated to submit said PDRI to the Conseil du trésor.

Carried unanimously

## 7.2 Material Resources and Transportation

### 7.2.1 Change Order – LJA Parking Lot Project

In response to a question from Commissioner Emilio Migliozi, the Director of Material Resources and Transportation noted that the main cost overrun on this project was the Stormceptor.

Change Order  
LJA Parking Lot Project  
CC-200129-MR-0062

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-180425-MR-0110, awarding the contract for the parking lot project at Laval Junior Academy to Entreprises Can-Du Itée for a total cost of \$656 000,00, before taxes or \$701 177,08, net taxes;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolutions #CC-180926-MR-0022, #CC-190412-MR-0161 and #CC-190925-MR-0017, approving various change orders, in the amount of \$304 593,20, before taxes or \$325 569,77, net taxes;

WHEREAS, an additional change order occurred relating to various electrical work required to conform with the current electrical norms, in the amount of \$1 141,31, before taxes or \$1 219,91, net taxes;

Commissioner James Di Sano MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the change order in the amount of \$1 141,31, before taxes or \$1 219,91, net taxes;

AND THAT the total cost of the project, including the change orders, be increased to \$961 734,51, before taxes or \$1 027 966,76, 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 the Delegation of Functions & Powers of the Sir Wilfrid Laurier School Board, By-Law no BL2008-CA-01.

Carried unanimously

## 7.2.2 Engagement of Contractor – Refurbishing of Floors/Replacement of Doors to Meet Code - LTMHS

Engagement of Contractor  
Refurbishing of Floors/  
Replacement of Doors to  
Meet Code - LTMHS

CC-200129-MR-0063

WHEREAS the floors of the common area at Lake of Two Mountains High School (LTMHS) require refurbishment;

WHEREAS the doors in the LTMHS hallways need to be replaced to conform with current safety norms;

WHEREAS public tenders for the above mentioned project were called and opened on December 18, 2019;

WHEREAS the conformability of all bidders 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 above mentioned project to Construction Desormeaux et Bibeau inc., for a total cost of \$1 369 631,00 before taxes or \$1 486 400,28 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

## 7.3 Financial Resources

### 7.3.1 Authorization for a 5-Year Service Contract

Authorization for a 5-Year  
Service Contract

CC-200129-FR-0064

WHEREAS section 284 of the Education Act (R.S.Q., Chapter I-13.3) requires that *"for each fiscal year, every school board shall appoint from among the members of the professional order of accountants governed by the Professional Code (chapter C-26) an external auditor who shall file a report of his audit of the financial transactions of the school board"*;

WHEREAS the service contract for external auditing services for the Sir Wilfrid Laurier School Board expired after the completion of the 2018-2019 audit;

WHEREAS a public call to tenders is required to seek external auditing services;

WHEREAS the maximum length of a service contract according to the *Regulation respecting certain service contracts of public bodies* (the "Regulation") is of three (3) years;

WHEREAS the Sir Wilfrid Laurier School Board wishes to have two (2) additional renewal options of one (1) year, for a potential total period of 5 years;

WHEREAS in accordance with section 46 of the Regulation, a 5 year contract requires approval by the chief executive officer of the public body for any service contract surpassing three (3) years in duration before the issuing of the contract;

Commissioner Vicky Kaliozakis MOVED THAT, on the recommendation of the Audit Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize a three (3) year service contract with two additional renewal options of one (1) year, for a total length of five (5) years, for external auditing services;

AND THAT the Director of Material Resources and Transportation be authorized to include this information concerning the service contract in the specifications of the public call for tenders for external auditing services.

Carried unanimously

#### 7.4 Corporate Affairs and Secretary General

##### 7.4.1 2018-2019 Annual Report

The Chairperson thanked the Communications and Public Relations department for all its work on the annual report.

2018-2019 Annual Report  
CC-200129-CA-0065

WHEREAS section 220 of the Education Act requires every school board to prepare an annual report giving the population in its territory an account of the implementation of its commitment-to-success plan and the results obtained;

WHEREAS the Governance and Ethics Committee reviewed the 2018-2019 Annual Report of the Sir Wilfrid Laurier School Board at its January 22, 2020 meeting and provided feedback;

Parent Commissioner Stéphane Henley MOVED THAT, on the recommendation of the Governance and Ethics Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the 2018-2019 Annual Report of the Sir Wilfrid Laurier School Board, as per document #SWLSB-2020/01/29-CA-0002;

AND THAT, as per section 220.1 of the Education Act, the 2018-2019 Annual Report of the Sir Wilfrid Laurier School Board be presented to the public at the February 26, 2020 meeting of the Council of Commissioners.

Carried unanimously

#### 8.0 Information Items

##### 8.1 SWL Foundation Report:

The Chairperson noted that the next events will be the Laurier Gala and Starfest on May 28, 2020 at the Embassy Plaza and the Lobster Gala on June 11, 2020;

##### 8.2 Parent Commissioners Reports

###### 8.2.1 Parents Committee Report:

There was no report as the Parents Committee did not meet this month.

### 8.2.1.1 Council Support for Parents Committee Consultation

Council Support for Parents  
Committee Consultation

CC-200129-CA-0066

WHEREAS according to section 47 of the Education Act, parent representatives to the Parent's Committee must be elected at their respective schools' Annual General Assembly at the beginning of each school year;

WHEREAS if no delegate is elected in a school according to this process, then said school does not have a voice on the Parents' Committee;

WHEREAS section 55 of the Education Act determines how to replace a member in the event of a vacancy resulting from the departure of a parent representative on the governing board;

WHEREAS no similar provision exists in the case of a vacancy resulting from the departure of a member of the Parents' Committee;

WHEREAS the Council of Commissioners was informed that a resolution (resolution #PC20191205-10) was adopted by the Parents' Committee on December 5<sup>th</sup>, 2019 as to begin a consultation period in order to identify recommendations to improve the Education Act, notably with regards to the election and replacement of the members of the Parents' Committee;

WHEREAS the Council of Commissioners was informed that the Parents' Committee will invite all English School Board's Parents' Committees to participate in the consultation;

WHEREAS the Parents' Committee is formally asking the support of the Council of Commissioners, regarding said resolution and consultation process;

Parent Commissioner Tara Anderson MOVED THAT the Council of Commissioners formally support the Sir Wilfrid Laurier Parents' Committee as they begin the consultation period in order to identify recommendations to improve the Education Act with regard to the Parents' Committee members.

**Carried unanimously**

### 8.2.2 SEAC Report:

Parent Commissioner Stéphane Henley advised that the SEAC Conference has gone very well and that everyone is to be commended for all of their hard work in making the event a success.

### 8.3 Report of QESBA

Commissioner Peter MacLaurin provided an update on the most recent meeting of the Québec English School Boards Association (QESBA) Board of Directors noting:

- Discussions on Bills 40 and 21;
- The Canadian Government originally refused a request for financial assistance to research the law for Bill 40 as the Bill had not been tabled when the request was made. Since Bill 40 was deposited in the National Assembly, Heritage Canada has provided funding for 2019-2020 in the amount of \$45,000 and for 2020-2021 \$49,000 to research the law;
- The next meeting of the QESBA Board of Director is on February 13, 2020;
- The QESBA is half way through its collection of funds to support its strategic plan and this school board has not yet made its contribution. There is a resolution to this effect stating that the school board would provide some funding.

The Director General noted that the school board's contribution to the QESBA Strategic Plan would be brought for discussion at the February meeting.

**9.0 Question Period**

There were no questions.

**10.0 Correspondence**

There was no correspondence.

**11.0 Varia**

There was no varia.

**12.0 Adjournment**

The Chairperson thanked the Chairperson of the Parents Committee for being present this evening.

He went on to wish everyone a great new decade.

Parent Commissioner Tara Anderson MOVED the adjournment of the meeting.

**Carried unanimously**

**TIME: 20:19 hours**

**NEXT MEETING ⇒ REGULAR ⇒ February 26, 2020**