

PROVINCE OF QUÉBEC
Ville de Rosemère

A **Special 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 and via video conferencing on Tuesday, March 31, 2020 at 12:15 hours, at which were:

Present video conferencing: Paolo Galati, Chairperson; Bob Pellerin, Vice-Chairperson Alternate; Commissioners Guy Gagnon, Peter MacLaurin, Anne McMullon, Melissa Wall and Parent Commissioners Tara Anderson, Anthony Beliotis and Stéphane Henley.

Present at Administration Centre: Gaëlle Absolonne, Director General, Robin Bennett, Director of Information technology; and Michel Dufour, Director of Material Resources and Transportation.

Also present via video conferencing were: Frédéric Greschner, Assistant Director General; Anna Sollazzo, Director of Corporate Affairs and Secretary General; Florence Delorme, Director of School Affairs and School Organization; Geoffrey Hipps, Director of Pedagogical Services; Stephanie Krenn, Director of Human Resources; Chao Ling Pan, Director of Financial Resources; and Jocelyne Thompson-Ness, Administration Officer.

Absent: Commissioners Vicky Kaliozakis, Vice-Chairperson; Anick Brunet, James di Sano and Emilio Migliozi.

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

TIME: 12:19 hours

After roll call, the Director of Corporate Affairs and Secretary General confirmed quorum.

0.0 Opening of Meeting

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."

The Chairperson read the following into the minutes:

"The last few weeks have transformed our lives in ways we could never have imagined. The school board has to navigate an unprecedented situation which changes day by day, and sometimes, hour by hour. Because of the COVID-19 situation, we cancelled last week's council meeting. Today, we will be addressing only ESSENTIAL topics that require decisions for the continuation of our operations and projects, in the best interests of our students, which remains our main priority. I will invite each director concerned to explain the urgency of each item on the agenda subject to a decision by our council of commissioners.

We look forward to all being able to come together again and hope that you and your loved ones are safe and healthy. We thank you for your understanding."

In response to a question from Commissioner Guy Gagnon, the Chairperson explained that, due to the need for social distancing, the meeting was being streamed live into the Boardroom for the public who may be present.

1.0 Approval of the Agenda

Approval of the Agenda
CC-200331-CA-0078

Parent Commissioner Tara Anderson MOVED THAT the agenda be approved as presented in document #SWLSB-2020/03/31-CA-001.

Carried unanimously

2.0 Human Resources

2.1 Amendments to Local Arrangements – Laurier Teachers’ Union

Amendments to Local Arrangements – Laurier Teachers’ Union

CC-200331-HR-0079

WHEREAS the current recall process described under Clause 5-1.17 no longer meets the needs of both the Human Resources Department and the Laurier Teachers’ Union;

WHEREAS the current process poses challenges for both the employer and the employees concerned;

WHEREAS the Human Resources Department and the Laurier Teachers’ Union proposed to hold one recall meeting in August rather than two meetings, one in June and one in August;

WHEREAS the Laurier Teachers’ Union consulted its members in February 2020 resulting in support for the proposed amendment;

WHEREAS the school board consulted the management team in December 2019 and January 2020 resulting in support for the proposed amendment;

Commissioner Guy Gagnon MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the proposed amendment to the LTU Local Agreement (L.R.Q., Chapter R-8.2), primarily as follows:

(...)

5-1.17

Except in the case prescribed in the second paragraph of clause 5-1.08, when the board must fill a full-time vacancy within the framework of clause 5-3.36* or hire a part-time teacher or a replacement, it shall convene one (1) meeting in August for this purpose with the possibility of holding it over two (2) consecutive weekdays. The meeting will be held at least (2) days prior to the first pedagogical days but no earlier than August 20th, after having provided at least five (5) workdays’ notice to the teachers concerned and to the union to carry out the following provisions:*

(...)

Carried unanimously

3.0 Corporate Affairs and Secretary General

3.1 School Elections - Nomination of Returning Officer

The Director of Corporate Affairs and Secretary General advised the Chairperson that this is a non-essential resolution and recommended that it be tabled.

In response to a question concerning rules of procedure from Commissioner Guy Gagnon, the Director of Corporate Affairs and Secretary General agreed that the wording can be "postponed indefinitely" rather than "tabled".

Nomination of Returning Officer

Commissioner Bob Pellerin MOVED THAT the resolution concerning the nomination of a returning officer for school elections be postponed indefinitely. Seconded by Commissioner Anne McMullon.

CC-200331-CA-0080

Carried unanimously

4.0 Material Resources and Transportation

4.1 Engagement of Contractors

4.1.1 Portables - Laurentia

The Director of Material Resources and Transportation noted that the upcoming resolution is essential given that Laurentia Elementary School is overcrowded and in order to have the portables leased and installed for the 2020-2021 school year the request needs to be processed as soon as possible.

Engagement of Contractor Portables - Laurentia

WHEREAS Laurentia Elementary School has reached its capacity and requires temporary classrooms (portables) in order to alleviate overcrowding;

CC-200331-MR-0081

WHEREAS public tenders were called for the rental and installment of temporary classrooms and opened on March 5, 2020;

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 rental and installment of temporary classrooms at Laurentia Elementary School to AMB Modulaire for a total cost of \$775 000,00 before taxes or \$828 372,31 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

4.1.2 Window Replacement Project – Hillcrest Academy

In response to a question from Commissioner Melissa Wall, the Director of Material Resources and Transportation noted that the lowest bid was rejected as there was a document missing from the tender submission.

This resolution is essential at this time in order to ensure that the work is done during the summer months so that the school is ready prior to the opening of the 2020-2021 school year. This scenario is best to ensure the safety and security of the students and staff because if the work is not done while there is no one in the building it will mean that classes will be disrupted, as well as needing to be relocated, while the windows are being replaced.

Engagement of Contractor
Window Replacement
Project
Hillcrest Academy

CC-200331-MR-0082

WHEREAS the windows at Hillcrest Academy need to be replaced;

WHEREAS the Ministère de l'Éducation et de l'Enseignement supérieur ("MEES") has adopted Measure 50621 to assist school boards with the repair, maintenance and renovation of its buildings;

WHEREAS public tenders for the replacement of windows were called and opened on February 25, 2020;

WHEREAS the conformability of all bidders has been verified;

Commissioner Peter MacLaurin 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 windows at Hillcrest Academy to Amro Aluminum Inc., for a total cost of \$735,785.00 before taxes or \$786,456.67 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

The Director of School Affairs and School Organization joined the meeting via video conference.

TIME: 12:25 hours

5.0 Financial Resources

5.1 Engagement of Auditors

In response to a question from Commissioner Melissa Wall, the Director of Corporate Affairs and Secretary General suggested that if one does not feel comfortable discussing topics, for any reason, they should not participate in the discussions and abstain from the vote.

Commissioner Wall indicated that she would be abstaining from this discussion and vote as she does work with this firm within the course of her employment

In response to a question from the Chairperson, the Director of Corporate Affairs and Secretary General indicated that quorum is still viable.

In response to a concern expressed by Parent Commissioner Stéphane Henley, the Director of Corporate Affairs and Secretary General suggested that if he felt there was any potential conflict with this resolution, he should not participate to the discussion and abstain from voting.

Parent Commissioner Henley indicated that he would abstain from the discussion and the vote.

Engagement of Auditors

CC-200331-FR-0083

WHEREAS section 284 of the Education Act reads as follows: "*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 Council of Commissioners of the Sir Wilfrid Laurier School Board approved resolution #CC-200129-FR-0064 allowing a service contract of 5 years (an initial term of 3 years with two renewal options of 1 year each);

WHEREAS a selection committee was created for this purpose;

WHEREAS public tenders for the services of an external auditing firm were called and opened on March 2, 2020;

WHEREAS the conformability of all bidders has been verified;

WHEREAS a meeting of the Selection Committee was held on March 9, 2020;

Commissioner Peter MacLaurin MOVED THAT, on the recommendation of the Audit Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the service contract for external auditing services to Amyot Gélinas S.E.N.C.R.L., for a total cost of \$220 000,00 before taxes or \$235 150,85 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 contract;

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

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners & Parent Commissioners voting YEA:	Tara Anderson, Anthony Beliotis, Guy Gagnon, Paolo Galati, Peter MacLaurin, Anne McMullon, Bob Pellerin
Commissioners & Parent Commissioners ABSTAINING:	Stéphane Henley, Melissa Wall

6.0 Question Period

The Director of Corporate Affairs and Secretary General advised that three questions from Chris Eustace had been received via e-mail.

The Chairperson answered the three questions as follows:

Question 1: How much is the SWLSB expected to pay for the running of the election on November 1, 2020.

The Chairperson noted the format for the upcoming elections is a new one. The last elections in 2014 cost approximately \$350,000.00 so it is anticipated that the cost of the upcoming election will be at least that amount.

Question 2: What is the composition of the Board of Directors? In other words: How many parent reps ? community reps ? and staff ?

The Chairperson noted that the board of directors will be composed of 9 parent representatives, 5 community representatives (2 with an expertise in governance, in ethics, in risk management or in human resources management, 1 with an expertise in finance or accounting or in financial or physical resources management, 1 from the community, municipal, sport, cultural, health, social services or business sector and 1 aged between 18 and 35) and 4 staff representatives (1 teacher, 1 professional, 1 support staff and 1 principal/centre director).

Question 3: What involvement does the Quebec English School Boards Association (QESBA) have with these elections?

The Chairperson indicated that the Quebec English School Boards Association (QESBA) will continue providing support to the 9 English school boards as it has always done.

The Director of Corporate Affairs and Secretary General noted that she would provide these answers to Mr. Eustace in writing.

7.0 Adjournment

The Chairperson, on behalf of the Council, expressed appreciation to all employees working in the emergency daycares and to those offering essential services. He asked that everyone continue to abide by the rules set out by the government because they will keep us safe and healthy.

Parent Commissioner Tara Anderson MOVED the adjournment of the meeting.

Carried unanimously

TIME: 12:49 hours

NEXT MEETING ⇒ REGULAR ⇒ April 29, 2020