

**PROVINCE OF QUÉBEC**  
**Ville de Rosemère**

A Regular meeting of the Executive Committee of the Sir Wilfrid Laurier School Board was held in the boardroom of the Administration Centre, 235 Montée Lesage, Rosemere, QC on Wednesday, October 25, 2017 at 19:30 hours, at which were present: Jennifer Maccarone, Chairperson; Dean Dugas, Vice-Chair; Commissioners Guy Gagnon, Anne McMullon, Ailsa Pehi and Parent Commissioner Sergio Di Marco.

**Absent:** Paul Lamoureux, Director General.

**Also present were:** Frédéric Greschner, Assistant Director General; Stephanie Krenn, Director of Corporate Affairs & Secretary General; Jérôme Dionne, Director of Material Resources & Transportation; Geoff Hipps, Director of Pedagogical Services; Anne-Marie Lavoie, Assistant Director of Human Resources and Jocelyne Thompson-Ness, Administration Officer.

The Chair called the meeting to order. TIME: 18:31 hours

**1.0 Acceptance of Agenda**

Acceptance - Agenda  
 EC-171025-CA-0007

Commissioner Dean Dugas MOVED THAT the agenda be approved as presented in document #SWLSB-2017/10/25-CA-001.

**Carried unanimously**

**2.0 Approval of Minutes**

Approval - Minutes  
 EC-171025-CA-0008

Commissioner Anne McMullon MOVED THAT the minutes of the Executive Committee meeting of the Sir Wilfrid Laurier School Board held on September 27, 2017, having been received by all members prior to this meeting, be approved as presented.

**Carried unanimously**

**3.0 Assistant Director General's Report**

The Assistant Director General commented on his monthly report noting the following:

- Interviews were held on October 16, 2017 to fill the vacant position in Service aux entreprises and a recommendation will be forthcoming;
- The CDC Pont-Viau plan of action is currently being implemented so that “à la carte” workshops can be offered to the Laval, Laurentides and Lanaudière communities;
- Adult Education, Vocational Training and Services aux entreprises will be making presentations over the next few months at either the Pedagogical or Corporate Committees as well as the Parents Committee.

The Chair advised that she had seen a news clip on “Mon école en FP”, whereby Vocational Training programs are brought to the school with the necessary big equipment in order to let students have a hands-on experience. While this school board does not offer programs with big equipment, it would be appropriate to show the students what is available. She has made inquiries with Louise Lortie, Chair of Commission scolaire de Laval.

In response to questions from the Chair, the Assistant Director General noted:

- That a request to Commission scolaire de Laval will be made to learn more about “Mon école en FP”;
- CDC Pont-Viau is open to the schools to visit to see what is offered and to have a hands on experience with available equipment. Representatives from CDC Pont-Viau have visited schools upon request.

#### 4.0 Business Arising

There were no topics under business arising.

#### 5.0 Decision Items:

##### 5.1 School Affairs and School Organization:

###### *5.1.1 Deeds of Establishment and Three-Year Plan for the Allocation and Destination of Immovables:*

The Assistant Director General advised that the major changes to the deeds and three-year plan is the addition of pre-kindergarten at Joliette Elementary School and amendments to Adult Education.

Deeds of Establishment  
EC-171025-CA-0009

WHEREAS section 39 of the Education Act (chapter I-13.3) requires the school board to establish a deed of establishment for each school and centre;

WHEREAS section 40 of the Education Act (chapter I-13.3) also requires the school board to consult with the Governing Board to amend or revoke the deed of establishment of a school or centre in keeping with the three-year plan of allocation and destination of the school board immovables;

Commissioner Anne McMullon MOVED THAT, on the recommendation of the Governance & Ethics Committee, the Executive Committee of the Sir Wilfrid Laurier School Board authorize for consultation proposed policy #2018-CA-02: Deeds of Establishment and Three-Year Plan for Allocation and Destination of Immovables.

AND THAT the Deeds of Establishment of this proposed policy be subject to a 40-day consultation beginning on October 26, 2017 and ending on December 4, 2017.

**Carried Unanimously**

Three-Year Plan  
EC-171025-CA-0010

WHEREAS section 211 of the Education Act (chapter I-13.3) requires the school board to establish each year a three-year plan of allocation and destination of its immovables;

WHEREAS section 211 also requires the school board to draw up, in accordance with the plan, a list of its schools and of its vocational training and adult education centres and issue a deed of establishment to them;

Commissioner Guy Gagnon MOVED THAT, on the recommendation of the Governance & Ethics Committee, the Executive Committee of the Sir Wilfrid Laurier School Board authorize for consultation proposed policy #2018-CA-02: Deeds of Establishment and Three Year Plan for Allocation and Destination of Immovables.

AND THAT the Three-Year Plan for Allocation and Destination of Immovables of this proposed policy be subject to a 40-day consultation beginning on October 26, 2017 and ending on December 4, 2017.

**Carried Unanimously**

## 5.2 Material Resources and Transportation

### 5.2.1 Change Orders – Renovation Project – Our Lady of Peace ES:

The Director of Material Resources and Transportation advised that the major change order in this resolution is for the modifications to the roof parapets. The existing parapets were not adequate so additional woodwork was required to accommodate the siding.

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

- The modifications required were hidden and the professionals were using the original plans so these were not visible;
- Professionals are encouraged to do a thorough examination of the project prior to developing the tender specifications so that any previously unknowns can be included. If this examination is not done, the unknowns are not in the tender specifications and the school board ends up with penalties;
- For future roofing projects that use older plans, a cutting test will be recommended so that there are no surprises for the contractor who is the lowest confirmable bidder;
- This project is at 2.8% of the 5% set aside in the project budget for change orders;
- A project with zero change orders is rare;
- Experience has shown that most projects are not completed on time;
- A meeting with the professionals on this project will take place when the project has been completed to examine what went wrong and how it can be corrected for future projects;
- Professionals cannot be held responsible unless there is a huge error and then the school board will sign a letter of dissatisfaction and they cannot work for the school board for two years. There is a similar process for contractors;
- The delivery date is currently being discussed and, as the siding is being delivered mid-November, the project should be delivered in its entirety by the December holiday period;
- There are site meetings every week and they are attended by the Coordinator of Capital Projects.

Change Order  
Renovation Project - OLP  
EC-171025-MR-0011

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170426-MR-0078, awarding the contract for the complete interior renovation project at Our Lady of Peace Elementary School to Corporation de construction Germano, for a total cost of 1 668 099,00\$, before taxes, (1 917 896,83\$, all taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-170927-MR-0004, approving change orders related to asbestos removal from the mechanical room ceiling as well as modifications (door hardware and furniture) and addition of two lockers, in the amount of 16 286,18\$, before taxes (18 725,04\$, taxes included), increasing the total cost of the project to 1 684 385,18\$, before taxes (1 936 621,87\$, taxes included);

WHEREAS, during the renovation project, more change orders occurred to address specific issues related to various modifications in the mechanical and electrical systems, as well as modifications to the roof parapets and various architectural changes inside the building, amounting to 30 895,57\$, before taxes (35 522,18\$, taxes included);

Parent Commissioner Sergio Di Marco MOVED THAT, on the recommendation of the Director of Material Resources and Transportation, the Executive Committee of the Sir Wilfrid Laurier School Board approve the change orders in the amount of 30 895,57\$, before taxes (35 522,18\$, taxes included);

AND THAT the total cost of the project, including the change orders, be increased to 1 715 280,75\$, before taxes (1 972 144,04\$, taxes included);

FURTHER THAT, the Chair, as well as the Director General, and in his absence or with his knowledge the Assistant Director General, be authorized to sign all documentation concerning this project.

**Carried Unanimously**

### **5.2.2 Additional Transportation Needs 2017-2018:**

#### **5.2.2.1 Bus**

The Director of Material Resources and Transportation advised that an additional bus is required in order to make a shorter route for Hillcrest Academy and Laval Junior Academy.

Additional Transportation WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted  
Bus resolution #CC-170628-TS-0128, renewing contracts with various transportation contractors for  
EC-171025-TS-0012 5-years beginning July 1, 2017 and ending June 30, 2022;

WHEREAS a mini-bus is required to help alleviate an overloaded bus route for Hillcrest Academy (morning) and Laval Junior Academy School (afternoon);

Commissioner Ailsa Pehi MOVED THAT, on the recommendation of the Transportation Advisory Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the addition of the following vehicle to the contract with Autobus La Montréalaise Inc. for the period 2017-09-01 to 2022-06-30:

Vehicle #	Capacity (Passenger)	Cost 2017-2018
34	30	48,160.76\$

AND THAT resolution #CC-170628-TS-0128 and the contract be modified to include this new vehicle.

**Carried Unanimously**

#### **5.2.2.2 Berline**

The Director of Material Resources and Transportation advised that this additional berline is for students going to Peter Hall School in Montréal.

In response to questions, the Assistant Director General advised that:

- The transportation of special needs students is funded either through an adjustment or equalization payment;
- He will look into whether monies received through validations can be used for transportation for students on an interboard educational agreement;
- Transportation for special needs students is examined on a case-by-case basis.

Additional Transportation Berline  
 EC-171025-TS-0013 WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170628-TS-0129, renewing contracts with various transportation contractors for 5-years beginning July 1, 2017 and ending June 30, 2022;

WHEREAS a mini-van is required to help alleviate an overloaded bus route for Peter Hall School - Ouimet Campus;

Commissioner Dean Dugas MOVED THAT, on the recommendation of the Transportation Advisory Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the addition of the following vehicle to the contract with Groupe Renaud for the period 2017-09-01 to 2022-06-30:

Vehicle #	Capacity (Passenger)	Cost 2017-2018
927	7	30,316.50\$

AND THAT resolution #CC-170628-TS-0129 and the contract be modified to include this new vehicle.

Carried Unanimously

**5.3 Pedagogical Services**

**5.3.1 Purchase Orders 2017-2018:**

**5.3.1.1 Vanguard School:**

The Director of Pedagogical Services noted that there are three elementary school students and three high school students that attend Vanguard School and no transportation is provided, with the exception of one student who is subject to a grandfather clause. The family is requested to sign a waiver that they will not request transportation.

Vanguard School  
 EC-171025-ED-0014

WHEREAS the Vanguard School invoices the Sir Wilfrid Laurier School Board for the education of some of its students;

WHEREAS the services provided for the 2017-2018 school year for non-integrated students amounts to \$91,353.00;

Commissioner Guy Gagnon MOVED THAT, on the recommendation of the Director of Pedagogical Services, the Executive Committee of the Sir Wilfrid Laurier School Board approve the payment of the invoice received from Vanguard School for educational services to be provided to non-integrated students of the Sir Wilfrid Laurier School Board for the 2017-2018 school year, in the amount of \$91,353.00.

Carried Unanimously

**5.3.1.2 Montreal Oral School for the Deaf (MOSD)–Non-Integrated:**

The Director of Pedagogical Services noted that this resolution is for non-integrated students, one kindergarten and four elementary.

MOSD – Non-Integrated  
 EC-171025-ED-0015

WHEREAS the Montreal Oral School for the Deaf invoices the Sir Wilfrid Laurier School Board for the education of some of its students;

WHEREAS the services provided for the 2017-2018 school year for non-integrated students amounts to \$137,962.00;

Commissioner Anne McMullon MOVED THAT, on the recommendation of the Director of Pedagogical Services, the Executive Committee of the Sir Wilfrid Laurier School Board approve the payment of the invoice received from Montreal Oral School for the Deaf for educational services provided to non-integrated students of the Sir Wilfrid Laurier School Board for the 2017-2018 school year, in the amount of \$137,962.00.

Carried Unanimously

**5.3.1.3 Montreal Oral School for the Deaf (MOSD) – Integrated:**

The Director of Pedagogical Services noted that this resolution is for integrated students, six elementary students and six high school students.

In response to a question from the Chair, the Director of Corporate Affairs & Secretary General advised that the services provided for special needs students by other institutions, are evaluated on an annual basis and that feedback is received so that the school board can determine if a student still needs to attend. The department has to rely on the feedback received when evaluating attendance of a student on an interboard educational agreement because it does not have the opportunity to observe in a classroom. The Chair requested that the same feedback be received from Peter Hall and Summit Schools

MOSD – Integrated  
EC-171025-ED-0016

WHEREAS the Montreal Oral School for the Deaf invoices the Sir Wilfrid Laurier School Board for the education of some of its students;

WHEREAS the services provided for the 2017-2018 school year for integrated students amounts to \$91,275.00;

Parent Commissioner Sergio Di Marco MOVED THAT, on the recommendation of the Director of Pedagogical Services, the Executive Committee of the Sir Wilfrid Laurier School Board approve the payment of the invoice received from Montreal Oral School for the Deaf for educational services to be provided to integrated students of the Sir Wilfrid Laurier School Board for the 2017-2018 school year, in the amount of \$91,275.

Carried Unanimously

**6.0 Information Items**

**6.1 Parent Commissioners Report:**

The Chair requested that this be removed from the agenda as it also appears on the Council agenda

**7.0 Varia**

There was no varia.

**8.0 Adjournment**

Commissioner Ailsa Pehi MOVED the adjournment of the meeting.

Carried unanimously

TIME: 18:57 hours

NEXT MEETING ⇌ REGULAR ⇌ November 22, 2017