

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

**A Special meeting** of the Executive Committee of the Sir Wilfrid Laurier School Board was held in room 36A of the Administration Centre, 235 Montée Lesage, Rosemère, QC, and via teleconference or videoconference on Monday, November 16, 2020 at 12:00 hours, at which were:

**Present at Administration Centre:** Paolo Galati, Chairperson; Robin Bennett, Director of Information Technology; and Marilyne Demers, Coordinator of Material Resources (Purchasing)

**Present via teleconference or videoconference:** Commissioner Bob Pellerin, Vice-Chairperson; Commissioners Donna Anber, Vincent Cammisano, James Di Sano, Olivia Landry and Parent Commissioner Adam Gordon.

**Also present via teleconference or videoconference were:** Tara Anderson, Parent Commissioner; Frédéric Greschner, Assistant Director General; Anna Sollazzo, Director of Corporate Affairs and Secretary General; Geoffrey Higgs, Director of Pedagogical Services; Stephanie Krenn, Director of Human Resources; and Jocelyne Thompson-Ness, Administration Officer.

**Absent:** Gaëlle Absolonne, Director General

### **1.0 Opening of Meeting**

The Chairperson called the meeting to order and confirmed with the Director of Corporate Affairs and Secretary General that the process for calling this special meeting was in conformity with the law.

**TIME: 12:01 hours**

The Director of Corporate Affairs and Secretary General confirmed quorum.

### **1.1 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."*

### **2.0 Approval of the Agenda:**

Approval of the Agenda

**EC-201116-CA-0052**

Commissioner James Di Sano MOVED THAT the special agenda be approved as presented in document #X-SWLSB-2020/11/16-CA-001.

**Carried unanimously**

### **3.0 Nomination and Election of the Vice-Chairperson**

#### **3.1 Nomination and Election of the Vice-Chairperson of the Executive Committee**

The Chairperson called for nominations for the position of Vice-Chairperson of the Executive Committee.

Parent Commissioner Adam Gordon nominated Commissioner Bob Pellerin. Commissioner Pellerin accepted the nomination.

There were no other nominations.

Nomination and Election of the Vice-Chairperson of the Executive Committee Parent Commissioner Adam Gordon MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board name Bob Pellerin as Vice-Chairperson of the Executive Committee of the Sir Wilfrid Laurier School Board.

**EC-201116-CA-0053**

**Carried unanimously**

**4.0 Pedagogical Services**

**4.1 Ententes for Integrated Students 2020-2021 - Montreal Oral School for the Deaf**

Ententes for Integrated Students - Montreal Oral School for the Deaf

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

WHEREAS the total cost of the services provided for the 2020-2021 school year for integrated students amounts to:

**EC-201116-ED-0054**

Level	Number of Students	Cost Per Student	Cost of Services 2020-2021
Pre-K			
Kindergarten			
Elementary	12	\$9,562.00	\$114,744.00
Secondary			
<b>Total Cost</b>	<b>12</b>		<b>\$114,744.00</b>

Commissioner Olivia Landry 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 integrated students of the Sir Wilfrid Laurier School Board for the 2020-2021 school year, in the amount of \$114,744.00.

**Carried unanimously**

**5.0 Material Resources and Transportation**

**5.1 Engagement of Contractors – Task Order Contracts**

**5.1.1 General Renovation**

Engagement of Contractors Task Order Contracts

WHEREAS, as per the *Regulation respecting construction contracts of public bodies*, the Sir Wilfrid Laurier School Board may enter into a task order contract with one contractor or more when the procurement requirements are recurrent and the monetary value of the construction work, the rate or the frequency are uncertain;

General Renovation

**EC-201116-MR-0055**

WHEREAS, as per said regulation, if the task order contract is entered into with several contractors, the performance requests are made to the contractor who submitted the lowest price, unless the contractor cannot perform the contract, in which case the other contractors are solicited according to their respective rank;

WHEREAS a public call for tenders was made for a general renovation task order contract and tenders were subsequently opened on October 7, 2020;

WHEREAS the conformability of all bidders was verified by the Material Resources and Transportation Department;

WHEREAS the task order contract will be in effect as of November 16, 2020 until June 30, 2023;

Commissioner Donna Anber MOVED THAT, on the recommendation of the Director of Material Resources and Transportation, the Executive Committee of the Sir Wilfrid Laurier School Board award the general renovation task order contract to the contractors mentioned below, as per the *Regulation respecting construction contracts of public bodies*:

<b>Tender 20-209-01 - Task Order Contract - General Renovation</b>		
<b>Rank</b>	<b>Name of Contractor</b>	<b>Total estimated cost until June 30, 2023 (before taxes)</b>
1	<b>SPACIA CONSTRUCTION</b>	<b>\$79,406.64</b>
2	GAUDREAU RÉNOVATION CONSTRUCTION INC.	\$87,616.38
3	LES CONSTRUCTIONS DANI BUCCI	\$88,974.00
4	CONSTRUCTION PARABOLE	\$153,553.65

AND THAT the Chairperson or, in their absence or with their knowledge, the Vice-Chairperson 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 Material Resources and Transportation 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*.

**Carried unanimously**

### 5.1.2 Fire Alarms – Inspection & Service Calls

Engagement of Contractors Task Order Contracts WHEREAS the contract for annual inspection of the fire alarm panels and equipment for the Sir Wilfrid Laurier School Board has expired;

Fire Alarms Inspection & Service Calls WHEREAS the task order contract for service calls for the fire alarm panels and equipment has also expired;

#### **EC-201116-MR-0056**

WHEREAS a public call for tenders was made for a combined services contract covering an annual inspection of fire alarms and service calls and tenders were subsequently opened on October 15, 2020;

WHEREAS the conformability of all bidders was verified by the Material Resources and Transportation Department;

WHEREAS the task order contract will be in effect as of November 16, 2020 until June 30, 2023;

Commissioner Bob Pellerin MOVED THAT, on the recommendation of the Director of Material Resources and Transportation, the Executive Committee of the Sir Wilfrid Laurier School Board award the annual inspection of fire alarms and service calls contract to Sécurité Novateck Inc. for a total cost of \$81,405.00, before taxes, or \$87,011.16, net taxes;

AND THAT the Chairperson or, in their absence or with their knowledge, the Vice-Chairperson 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 Material Resources and Transportation 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*.

**Carried unanimously**

### 5.1.3 Window Replacement & Repairs

In response to questions from the Executive Committee, the Coordinator of Material Resources noted the following:

- The amounts delegated to the Executive Committee are between \$75,001.00 and \$150,000.00 before taxes;
- The lowest conformable bidder was aggressive with the bid as they wanted the contract;
- There is reference to two different regulations within the resolution and that one is incorrect.

*Engagement of Contractors  
Task Order Contracts*

*WHEREAS, as per the Regulation respecting certain service contracts of public bodies, the Sir Wilfrid Laurier School Board may enter into a task order contract with one or more service providers when the procurement requirements are recurrent and the number of requests, the rate or the frequency at which they are to be performed are uncertain;*

*Window Replacement &  
Repairs*

*WHEREAS, as per said regulation, if the task order contract is entered into with several contractors, the performance requests are made to the contractor who submitted the lowest price, unless the contractor cannot perform the contract, in which case the other contractors are solicited according to their respective rank;*

*WHEREAS a public call for tenders was made for a window repairs and replacement task order contract and tenders were subsequently opened on October 7, 2020;*

*WHEREAS the conformability of all bidders was verified by the Material Resources and Transportation Department;*

*WHEREAS the task order contract will be in effect as of November 16, 2020 until June 30, 2023;*

*Commissioner Vincent Cammisano MOVED THAT, on the recommendation of the Director of Material Resources and Transportation, the Executive Committee of the Sir Wilfrid Laurier School Board award the window repairs and replacement task order contract to the service providers mentioned below, as per the Regulation respecting construction contracts of public bodies:*

<b>Tender 20-209-07 - Task Order Contract – Window Replacement and Repairs</b>		
<b>Rank</b>	<b>Name of Contractor</b>	<b>Total estimated cost until June 30, 2023 (before taxes)</b>
<b>1</b>	<b>LES ENTREPRISES JS DR INC.</b>	<b>\$125,384.00</b>
2	VITRERIE RD LTÉE	\$161,745.00
3	FENESTRATION JR INC	\$161,770.00
4	CONSTRUCTION L. MORIN	\$171,525.00
5	VITRERIE LALONGÉ & GLASS HALL INC.	\$210,984.70

*AND THAT the Chairperson or, in their absence or with their knowledge, the Vice-Chairperson 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 Material Resources and Transportation 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.*

Amendment to Resolution  
**EC-201116-MR-0057** Commissioner Vincent Cammisano MOVED THAT in the body of the resolution the words *Regulation respecting construction contracts of public bodies* of the proposed resolution for the Engagement of Contractors – Task Order Contracts - Window Replacement & Repairs, be corrected to read *Regulation respecting certain service contracts of public bodies*. Seconded by Commissioner Olivia Landry.

**Carried unanimously**

Engagement of Contractors  
Task Order Contracts  
Window Replacement & Repairs

WHEREAS, as per the *Regulation respecting certain service contracts of public bodies*, the Sir Wilfrid Laurier School Board may enter into a task order contract with one or more service providers when the procurement requirements are recurrent and the number of requests, the rate or the frequency at which they are to be performed are uncertain;

**EC-201116-MR-0058** WHEREAS, as per said regulation, if the task order contract is entered into with several contractors, the performance requests are made to the contractor who submitted the lowest price, unless the contractor cannot perform the contract, in which case the other contractors are solicited according to their respective rank;

WHEREAS a public call for tenders was made for a window repairs and replacement task order contract and tenders were subsequently opened on October 7, 2020;

WHEREAS the conformability of all bidders was verified by the Material Resources and Transportation Department;

WHEREAS the task order contract will be in effect as of November 16, 2020 until June 30, 2023;

Commissioner Vincent Cammisano MOVED THAT, on the recommendation of the Director of Material Resources and Transportation, the Executive Committee of the Sir Wilfrid Laurier School Board award the window repairs and replacement task order contract to the service providers mentioned below, as per the *Regulation respecting certain service contracts of public bodies*:

<b>Tender 20-209-07 - Task Order Contract – Window Replacement and Repairs</b>		
<b>Rank</b>	<b>Name of Contractor</b>	<b>Total estimated cost until June 30, 2023 (before taxes)</b>
1	LES ENTREPRISES JS DR INC.	\$125,384.00
2	VITRERIE RD LTÉE	\$161,745.00
3	FENESTRATION JR INC	\$161,770.00
4	CONSTRUCTION L. MORIN	\$171,525.00
5	VITRERIE LALONGÉ & GLASS HALL INC.	\$210,984.70

AND THAT the Chairperson or, in their absence or with their knowledge, the Vice-Chairperson 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 Material Resources and Transportation 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*.

**Carried unanimously**

## 5.2 Engagement of Service Providers – Snow Removal & Spreading of Abrasives

### 5.2.1 Mountainview ES, St-Jude ES & LTMHS

In response to a question from Commissioner Cammisano, the coordinator of Material Resources noted that the supplier is a legitimate supplier.

The Chairperson of the Executive Committee provided an explanation on the difference between taxes, all taxes included and net taxes noting that several years ago the Council decided that it wanted to show the real cost to the school board so rather than showing all the taxes it now shows the real cost with the portion of taxes that the school board actually pays out.

Engagement Service  
Providers - Snow Removal  
& Spreading of Abrasives

WHEREAS the snow removal and spreading of abrasives contracts of the Sir Wilfrid Laurier School Board's schools and centres expired on June 30, 2020;

Mountainview ES, St-Jude  
ES & LTMHS

WHEREAS public calls for tenders were made for snow removal and spreading of abrasives services covering the 2020-2021, 2021-2022 and 2022-2023 school years for the majority of the Sir Wilfrid Laurier School Board establishments, and tenders were received and opened on September 3, 2020;

**EC-201116-MR-0059**

WHEREAS the only prices received for the lots of Mountainview Elementary School, St-Jude Elementary School and Lake of Two Mountains High School did not meet the criteria of conformity and were therefore excluded from resolution no. CC-200923-MR-0006;

WHEREAS procedures respecting provincial tendering laws were followed to identify a service provider interested in the three (3) schools mentioned above;

Commissioner Donna Anber MOVED THAT, on the recommendation of Director of Material Resources and Transportation, the Executive Committee of the Sir Wilfrid Laurier School Board award the contract for the snow removal and spreading of abrasives services for the 2020-2021, 2021-2022 and 2022-2023 school years for Mountainview Elementary School, St-Jude Elementary School and Lake of Two Mountains High School to Wayne & Karen Robinson in the amount of \$100,752.00, before taxes, or \$107,690.54, net taxes;

AND THAT the Chairperson or, in their absence or with their knowledge, the Vice-Chairperson 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 Material Resources and Transportation 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.*

**Carried unanimously**

### 5.2.2 Pinewood ES (Campus A & B)

In response to a question from Commissioner Donna Anber, the Coordinator of Material Resources noted that in the original bids for Pinewood Elementary School documents were missing and when the notice of intention was published this was the only company that responded. Other potential bidders may have missed the window within which a bid could have been submitted.

In response to a question from Parent Commissioner Adam Gordon, the Coordinator of Material Resources noted that not all companies fix their prices within a multiyear service contract, which is the difference between the two snow removal service contracts.

Engagement Service  
Providers - Snow Removal  
& Spreading of Abrasives

WHEREAS the snow removal and spreading of abrasives contracts of the Sir Wilfrid Laurier School Board's schools and centres expired on June 30, 2020;

Pinewood ES  
(Campus A & B)

WHEREAS public call for tenders were made for snow removal and spreading of abrasives services covering the 2020-2021, 2021-2022 and 2022-2023 school years for the majority of the Sir Wilfrid Laurier School Board establishments, and tenders were received and opened on September 3, 2020;

**EC-201116-MR-0060**

WHEREAS the lots of Pinewood Elementary School (Campus A & B) did not receive any bids;

WHEREAS procedures respecting provincial tendering laws were followed to identify a service provider interested in the two campuses mentioned above;

Commissioner Olivia Landry MOVED THAT, on the recommendation of Director of Material Resources and Transportation, the Executive Committee of the Sir Wilfrid Laurier School Board award the contract for the snow removal and spreading of abrasives services for the 2020-2021, 2021-2022 and 2022-2023 school years for Pinewood Elementary School (Campus A & B) to Dénéigement et excavation Vallex Inc. in the amount of \$81,000.00, before taxes, or \$86,578.27, net taxes;

AND THAT the Chairperson or, in their absence or with their knowledge, the Vice-Chairperson 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 Material Resources and Transportation 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*.

**Carried unanimously**

## **6.0 Human Resources**

### **6.1 Grievance Settlement**

The Director of Human Resources explained that this grievance is outstanding from the 2018-2019 school year. Since the grievance was made measures have been put in place to ensure that the average teaching time, as per the Collective Agreement, is adhered to. A resolution is required in order to sign the grievance settlement.

Grievance Settlement

WHEREAS on November 20, 2018, the Laurier Teachers Union (LTU) filed a grievance against the Sir Wilfrid Laurier School Board (SWLSB) based on the average teaching time at the elementary school level for the 2018-2019 school year that exceeded the average time prescribed by the Collective Agreement;

**EC-201116-HR-0061**

WHEREAS said grievance was assigned the number 885-184 ("the Grievance");

WHEREAS the Grievance related more specifically to articles 8-7.03 a) i) and 8-7.03 b) of the Collective Agreement between the SWLSB and LTU, requesting that compensation be added to the Professional Improvement budget for the 2020-2021 school year;

WHEREAS the compensation to be paid by the SWLSB to LTU is in the amount of \$38,063.56;

WHEREAS the parties wish to settle all matters related to the Grievance;

Commissioner James Di Sano MOVED THAT, on the recommendation of the Director of Human Resources, the Executive Committee of the Sir Wilfrid Laurier School Board approve the settlement of Grievance no. 885-184, as per the terms and conditions of the agreement, as indicated in document no. SWLSB-2020/11/16-HR-001;

AND THAT the amount of \$38,063.56 be paid directly into the Professional Improvement budget for teachers;

FURTHER THAT the Chairperson or, in their absence or with their knowledge, the Vice-Chairperson as well as the Director General or, in their absence or with their knowledge, the Assistant Director General be authorized to sign all documentation regarding this agreement.

**Carried unanimously**

**7.0 Adjournment:**

In response to questions from Parent Commissioner Adam Gordon, the Director of Pedagogical Service, with the assistance of the Assistant Director General, noted that the resolution concerning the Montreal Oral School for the Deaf (MOSD) is for students who are integrated into the regular classroom whereby previous resolutions approved at the September 23, 2020 meeting of the Council of Commissioners were for students whose needs cannot be addressed in their respective schools, which makes the cost of educating them higher than those who receive services within their local school environment. For students who receive integrated services from MOSD, a representative from MOSD visits the school and makes recommendations for services for those students that are integrated. Services that are provided for integrated students are covered through the school board budget.

Parent Commissioner Adam Gordon MOVED the adjournment of the meeting.

**Carried unanimously**

**TIME: 12:32 hours**

**NEXT MEETING ⇨ REGULAR ⇨ TBD**