



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER
SIR WILFRID LAURIER SCHOOL BOARD

Council Highlights March 29, 2023

The Council adopted the following resolutions:

Engagement of Contractor WHEREAS the roof at Laval Junior Academy requires renovations;

Roof Renovation Project WHEREAS public call for tenders no. 22-188-01 was published for the renovation of the roof at Laval Junior Academy and the bids were opened on March 14, 2023;

LJA WHEREAS the conformity of all bidders has been verified;

CC-230329-MR-0089

Commissioner Vincent Cammisano MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the renovation of the roof at Laval Junior Academy to Couverture Montréal-Nord Ltée., for a total cost of \$4,604,975.00, before taxes, or \$4,922,108.12, net taxes;

AND THAT the engagement above be conditional to the receipt of all contractual documents;

FURTHER THAT the Director of Material Resources and Transportation be authorized to sign all documentation concerning this project.

Carried Unanimously

Engagement of Contractor WHEREAS the administration offices and washrooms at Laval Junior Academy require renovations;

Administration Offices & Washroom Renovation Project WHEREAS public call for tenders no. 22-188-02 was published for the renovation of the administration offices and washrooms at Laval Junior Academy and the bids were opened on March 13, 2023;

LJA WHEREAS the conformity of all bidders has been verified;

CC-230329-MR-0090

Commissioner James Di Sano MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the renovation of the administration offices and washrooms at Laval Junior Academy to Les Entreprises Dominic Payette Ltée., for a total cost of \$1,545,463.00, before taxes, or \$1,651,895.17, net taxes;

AND THAT the engagement above be conditional to the receipt of all contractual documents;

FURTHER THAT the Director of Material Resources and Transportation be authorized to sign all documentation concerning this project.

Carried unanimously



Engagement of Contractor WHEREAS the washrooms at Rosemere High School require renovations;

Washroom Renovation Project WHEREAS public call for tenders no. 22-187-01 was published for the renovation of the washrooms at Rosemere High School and the bids were opened on March 8, 2023;

Rosemere HS WHEREAS the conformity of all bidders has been verified;

CC-230329-MR-0091 Commissioner Olivia Landry MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the renovation of the washrooms at Rosemere High School to Groupe Piché Construction Inc., for a total cost of \$929,268.15, before taxes, or \$993,264.52, net taxes;

AND THAT the engagement above be conditional to the receipt of all contractual documents;

FURTHER THAT the Director of Material Resources and Transportation be authorized to sign all documentation concerning this project.

Carried unanimously

Professional Fees WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution no. CC-210623-MR-0144 and the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution no. EC-210820-MR-0007 approving the list of professional firms for renovation projects for a period of three years;

Ventilation Renovation Project WHEREAS the mechanical engineering firm Bouthillette Parizeau Inc. was engaged to prepare plans and oversee the ventilation renovation project at Twin Oaks Elementary School and had submitted their service offer with their professional fees of \$72,100.01 before taxes;

Twin Oaks ES

CC-230329-MR-0092 WHEREAS additional charges were incurred due to the increased complexity of the project given the existing structure of the building which had an impact on the final estimate of the professionals;

WHEREAS due to these additional charges the professional fees for Bouthillette Parizeau Inc. increased from \$72,100.01 before taxes or \$77,065.36 net taxes to \$166,995.00 before taxes or \$178,495.53 net taxes;

Commissioner Barbara Barrasso MOVED THAT, on the recommendation of the Advisory Committee - Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the increase in professional fees submitted by Bouthillette Parizeau Inc.;

AND THAT the Director of Material Resources and Transportation, be authorized to sign all documentation regarding the above-mentioned professional fees.

Carried unanimously

Authorization to Tender WHEREAS the *Regulation Respecting Certain Service Contracts of Public Bodies* requires the authorization of the chief executive officer of the public body for every contract whose expected term, including any renewal, is greater than three years;

Service Contracts Greater than 3-Years

CC-230329-MR-0093 WHEREAS the *Act Respecting Workforce Management and Control Within Government Departments, Public Sector Bodies and Networks and State-Owned Enterprises* requires the public body to obtain the authorization by its chief executive officer to enter into a service contract;



WHEREAS the Sir Wilfrid Laurier School Board (SWLSB) wishes to grant service contracts for a total term of five-years, including all renewal periods, for each of the following services:

- Inspection and maintenance of Burglar and Fire Alarms
- Integrated Extermination Services
- Repair of Caretaking Equipment

WHEREAS it is estimated for the cost of these service contracts to be above \$150,000.00 for the entire term of five years, including all renewal periods;

Commissioner Anick Brunet MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize a total term of five years, including all renewal periods, for each of the following service contracts:

- Inspection and maintenance of Burglar and Fire Alarms
- Integrated Extermination Services
- Repair of Caretaking Equipment

AND THAT the Director General be authorized to sign all documentation concerning the reporting required for the service contracts and the term greater than three years.

Carried unanimously

Allocation of Resources
2023-2024

CC-230329-FR-0094

WHEREAS the Sir Wilfrid Laurier School Board shall establish objectives and principles governing the allocation of its revenues in accordance with section 275 of the *Education Act*;

WHEREAS the annual budget consultation took place from December 14, 2022, to February 12, 2023, in accordance with section 193.3 of the *Education Act*;

WHEREAS the Governing Boards, Parents Committee, Association québécoise des cadres scolaires – SWL Section (AQCS), Sir Wilfrid Laurier Administrators Association and the Special Education Advisory Committee were consulted and their respective feedback received;

WHEREAS the Resource Allocation Committee must annually make a recommendation to the Council of Commissioners regarding the establishment of objectives and principles governing the allocation of its resources, in accordance with section 193.3 of the *Education Act* and the criteria determining the allocation of resources, in accordance with section 261 of the *Education Act*;

WHEREAS the Resource Allocation Committee completed its review of the annual budget consultation survey in order to establish the objectives and principles, and criteria of allocation of resources, recommended in the Allocation of Resources 2023-2024 document;

Parent Commissioner Stéphane Henley MOVED THAT, on the recommendation of the Audit Committee, the Council of Commissioners accept the recommendations of the Resource Allocation Committee for the 2023-2024 school year, as contained in document no. SWLSB-2023/03/28-FR-001.

Carried unanimously



Secondary Program of Studies WHEREAS the Education Act prescribes that every school board and school service centre shall ensure that the programs of activities or of studies established by the Minister de l'Éducation are implemented;

Authorization for Consultation WHEREAS section 222 of the Education Act indicates that every school board and school service centre shall ensure that the basic school regulation established by the Government is implemented;

CC-230329-ED-0095

WHEREAS the Council of Commissioners adopted Policy n° 1999-ED-04: *Program of Studies for Secondary School* (the Policy) as per resolution so noted which was subsequently revised in 2008 as per resolution so noted;

WHEREAS the Policy needed to be revised in order to take into account the new due date for the subject-time allocation;

Commissioner Donna Anber MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize for consultation the Program of Studies for the Secondary School policy, as contained in document no. CC-SWLSB-2023/03/29-ED-001.

AND THAT this consultation be for a period of sixty (60) days with the Governing Boards, the Parents' Committee, the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section, the Sir Wilfrid Laurier Administrators' Association, the Laurier Teachers' Union, SPPOQA (Syndicat des professionnelles et professionnels de l'Ouest de Québec Anglophone), CSN-S18 and the SEPB-Québec_FTQ Local 577 beginning on March 30, 2023, and ending on May 29, 2023.

Carried unanimously

Policy - School Daycare Services WHEREAS the Québec Government adopted a *Regulation to amend the Regulation respecting childcare services provided at school* (the Regulation);

Authorization for Consultation WHEREAS, with the adoption of the Regulation, policy no. 1999-ED-01: *School Daycare Services* requires revision in order to align with said Regulation;

CC-230329-TS-0096

Parent Commissioner Tara Anderson MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize for consultation the School Daycare Services policy, as contained in document no. CC-SWLSB-2023/03/29-TS-001;

AND THAT this consultation be for a period of sixty (60) days with the Governing Boards of the elementary schools, the Parents' Committee, the SEPB-Québec-FTQ Local 577, the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section and the Sir Wilfrid Laurier Administrators' Association beginning on March 30, 2023, and ending on May 29, 2023.

Carried unanimously

CAG Tender WHEREAS the Centre d'acquisitions gouvernementales (CAG) will be conducting a public tender no. 2023-7527-01 for the services of an employee assistance program and telemedicine service;

Employee and Family Assistance Program and Telemedicine Service

WHEREAS the CAG has opted for a three-year service contract with an optional additional two years;

CC-230329-HR-0097

WHEREAS, in accordance with section 46 of the *Regulation respecting certain service contracts of public bodies*, the Council of Commissioners must approve any service contract exceeding three (3) years before the contract can be issued;



WHEREAS the Sir Wilfrid Laurier School Board wishes to participate in this call for tender for the sixty-month contract to be awarded by the CAG;

Commissioner Melissa Wall MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the participation of the Sir Wilfrid Laurier School Board in public tender no. 2023-7527-01 for the services of an employee assistance program and telemedicine service;

AND THAT the Director of Human Resources be authorized to sign all documentation concerning the participation of the Sir Wilfrid Laurier School Board to this tender.

Carried unanimously

Coordinator Position
Legal, Corporate and
Communications Department

CC-230329-HR-0098

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution no. CC-230222-CA-0079, authorizing a consultation on the creation of the position of Coordinator of Legal Affairs; as it impacts the current organizational chart;

WHEREAS the consultation was conducted with the Sir Wilfrid Laurier Administrators' Association and the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section and feedback was received supporting the creation of this position;

Commissioner Bob Pellerin MOVED THAT, on the recommendation of the General Directorate, the Council of Commissioners approve the creation of the position of Coordinator of Legal Affairs;

AND THAT said position be included in the organizational chart as contained in document no. SWLSB-2023/03/29-HR-001;

FURTHER THAT this organizational chart replace that adopted by resolution no. CC-210623-HR-0133.

Carried unanimously

Nomination
Chef de la sécurité de
l'information organisationnelle

CC-230329-IT-0099

WHEREAS on February 3, 2023, a letter was sent by the Ministère de la Cybersécurité et du Numérique stating that as per the *Directive gouvernementale sur la sécurité de l'information and the Act respecting the governance and management of the information resources of public bodies and government enterprises and the Politique gouvernementale de la cybersécurité*, the Council of Commissioners must designate a *Chef de la sécurité de l'information organisationnelle (CSIO)*;

WHEREAS it is advisable to assign this responsibility to the person at the school board who holds the position of Secretary General;

Parent Commissioner Chloée Alary MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint the Secretary General to fulfill the role of *Chef de la sécurité de l'information organisationnelle (CSIO)*;

AND THAT the Director General be authorized to sign any documentation required to give full effect to the present resolution.

Carried unanimously



Nominations

*Coordonnateurs
organisationnels des mesures
de sécurité de l'information*

WHEREAS on February 3, 2023, a letter was sent by the Ministère de la Cybersécurité et du Numérique stating that as per the *Directive gouvernementale sur la sécurité de l'information and the Act respecting the governance and management of the information resources of public bodies and government enterprises and the Politique gouvernementale de la cybersécurité*, the Council of Commissioners must designate two *Coordonnateurs organisationnels des mesures de sécurité de l'information (COSMI)*;

CC-230329-IT-0100

WHEREAS it is advisable to assign this responsibility to the persons at the school board who hold the positions of Director of Information Resources and Superintendent of Information Resources;

Commissioner Barbara Barrasso MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint the Director of Information Resources and the Superintendent of Information Resources (Infrastructure) to fulfill the roles of *Coordonnateurs organisationnels des mesures de sécurité de l'information (COSMI)*;

AND THAT the Director General be authorized to sign any documentation required to give full effect to the present resolution.

Carried unanimously

