

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, Rosemère, Québec, on Wednesday, May 10, 2023, and via videoconference at 18:30, at which were:

Present: Paolo Galati, Chairperson; Commissioner Donna Anber, Vice-Chairperson; Commissioners Barbara Barrasso, James Di Sano, Olivia Landry and Bob Pellerin; Parent Commissioner Tara Anderson; and Gaëlle Absolonne, Director General.

Also present: Commissioners Anick Brunet, Melissa Wall and Parent Commissioners Chloée Alary and Stéphane Henley; Eloïse Robichaud, Interim Secretary General and Director of the Legal, Corporate and Communications Department; Robin Bennett, Director of Information Resources; Nathalie Senecal, Assistant Director of Human Resources; and Jocelyne Thompson-Ness, Administration Officer.

Also present via videoconference: Lynda Da Silveira, Director of Pedagogical Services; Florence Delorme, Director of School Affairs and School Organization; Michel Dufour, Director of Material Resources and Transportation; Stephanie Krenn, Director of Human Resources; Chao Ling Pan, Director of Financial Resources; and Maxeen Jolin, Coordinator of Communications.

Absent: Frédéric Greschner, Assistant Director General

0.0 Opening of Meeting

In response to a request from the Chairperson, the Secretary General and Director of the Legal, Corporate and Communications Department verified that quorum is achieved. The Chairperson called the meeting to order.

TIME: 18:31

0.1 Acknowledgement of the Land

"I would like to honour the existence of the First Peoples by acknowledging that the Sir Wilfrid Laurier School Board is on the traditional land of the Kanien'keha:ka or Mohawk nation.

The Mohawk Nation is also known as the "Eastern Door Keepers" and are a member of the Haudenosaunee Confederacy which also includes the Seneca, Cayuga, Tuscarora, Onondaga and Oneida Peoples.

In the spirit of truth, reconciliation, and collaboration, we honour our relationship with the Indigenous Community and respect the history, culture, and language of Canada's original peoples."

1.0 Approval of the Agenda

Approval of the Agenda

Commissioner Bob Pellerin MOVED THAT the May 10, 2023, agenda of the Executive Committee be approved as presented in document no. EC-SWLSB-2023/05/10-CA-001.

EC-230510-CA-0049

Carried unanimously

2.0 Approval of Minutes – April 26, 2023

Approval of Minutes
April 26, 2023

Parent Commissioner Tara Anderson MOVED THAT the minutes of the regular meeting of the Executive Committee of the Sir Wilfrid Laurier School Board held on April 26, 2023, having been received by all members prior to this meeting, be approved as written and exempt from reading by the Secretary General.

EC-230510-CA-0050

Carried unanimously

3.0 Business Arising

There was no business arising.

4.0 Decision Items

4.1 Human Resources

4.1.1 Abolition and Creation of Positions 2023-2024 – Maintenance

In response to a question from Commissioner Donna Anber, the Director General advised that discussions have been held with the Director of Material Resources and Transportation about the 28-hour caretaker position at Arundel Elementary School (AES) because the person who holds the post is on leave and it has been difficult to find someone to replace them. The caretaker at Morin Heights Elementary School is currently covering the position. Four mobile caretaker positions were created but with the staffing shortage these caretakers have been placed in regular positions. A meeting with the Resource Allocation Committee has been request in order to look at what can be done because of the lack of resources. Outside contracting would be a last resort. The school board will contact its specialist to review the maintenance staffing plan to see if it is the hours or a need for additional training that is required.

The Director of Material Resources and Transportation advised that hours contained in the maintenance staffing plan were revisited two years ago with the specialist and the 28-hours was the revision made to represent what was required for the school. The hours were recently validated with the specialist and the Foreman.

Commissioner Anick Brunet entered the meeting.

TIME: 18:38

Abolition and Creation of
Positions 2023-2024

WHEREAS on a yearly basis, the needs of each school and centre of the Sir Wilfrid Laurier School Board are re-evaluated to determine the positions to be abolished, maintained or created;

Maintenance

WHEREAS the local union of the Maintenance Support Staff has been consulted on the abolitions and creations of positions for the schools and centres of the Sir Wilfrid Laurier School Board;

EC-230510-HR-0051

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 abolish/create the following positions, effective on July 1, 2023, as per the FEESP-CSN Collective Agreement:

Classification	Place of Work	% of abolition	% of creation	Difference
Maintenance Workman cl. II	Laurentia ES	74.1935%	100%	+25.8065%
	Laval Junior Academy		38.7097%	+38.7097%
	Laval Senior Academy	100%	61.2903%	-38.7097%
	Mountainview ES		12.9032%	+12.9032%
	Souvenir ES	74.1935%	67.0968%	-7.0967%

Carried unanimously

4.1.2 Abolition and Creation of Positions 2023-2024 – Administrative Support Staff

Abolition and Creation of Positions 2023-2024 WHEREAS on a yearly basis, the needs of each school and centre of the Sir Wilfrid Laurier School Board are re-evaluated to determine the positions to be abolished, maintained or created;

Administrative Support Staff WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board has approved the rules governing the allocation of resources proposed by the Resource Allocation Committee;

EC-230510-HR-0052

WHEREAS the local union of the Administrative Support Staff has been consulted on the abolitions and creations of positions for the schools and centres of the Sir Wilfrid Laurier School Board;

Commissioner Donna Anber MOVED THAT, on the recommendation of the Director of Human Resources, the Executive Committee of the Sir Wilfrid Laurier School Board abolish/create the following positions, effective on July 1, 2023, as per clause 7-3.06 of the SEPB-Québec-FTQ Local 577 Collective Agreement covering Administrative Support Staff:

Classification	Place of Work	% of abolition	% of creation	Difference
Administrative Technician	Laurentian Regional HS	85.7143%	100%	+14.2857%
Buyer	Material Resources		20%	+20%
Data Processing Operator	Information Resources		100%	+100%
Data Processing Technician	Information Resources		200%	+200%
Data Processing Technician princ. cl.	Information Resources	200%		-200%
Documentation Technician	Laurentian Regional HS	42.8571%		-42.8571%
	Rosemere HS	28.5715%		-28.5715%
Executive Secretary	CDC Vimont		100%	+100%
Office Agent cl. II	CDC Vimont	71.4286%	100%	+28.5700%
	CDC Vimont	100%		-100%
	Laurentian Regional HS		57.1429%	+57.1429%
	Pedagogical Services	100%		-100%
	Rosemere HS		38.5714%	+38.5714%
	Souvenir ES	57.1429%	42.8571%	-14.2858%
Office Agent cl. I	Financial Resources	100%		-100%
Office Agent princ. cl.	Human Resources		64.2857%	+64.2857%
Recreational Technician	Laurentian Regional HS		80%	+80%
Secretary	CDC Lachute	60%	80%	+20%
	Financial Resources		100%	+100%
Student Supervisor	CDC Vimont	85.7143%	100%	+14.2857%
	Joliette HS		42.8571%	42.8571%
	Laurentian Regional HS		42.8571%	42.8571%

Carried unanimously

Parent Commissioners Chloée Alary and Stéphane Henley entered the meeting.

Time: 18:41

4.1.3 Abolition, Creation & Maintenance of Positions 2023-2024 – Professionals

In response to questions from Commissioner Donna Anber, the Director of Human resources noted:

- The Guidance Counsellor position that was abolished is being replaced by a Counsellor in Academic Training;
- The situation with the engagement of Psychologists remains status quo;

Commissioner Melissa Wall and the Directors of Pedagogical Services and Financial Resources entered the meeting.

TIME: 18:43

-
- It continues to be very difficult to find persons to fill the vacant Psychologist positions but the school board continues to try through career fairs, advertising and the orders of Psychologists;
- Looking into other types of positions that may not be classified as a Psychologist but may have similar tools that would be of benefit the school board and its current situation;
- If the current attempts to recruit are unsuccessful the department will work with Pedagogical Services to find a solution;

Abolition, Creation &
Maintenance of Positions
2023-2024

WHEREAS on a yearly basis, the needs of each school and centre are re-evaluated as to determine the positions to be abolished, maintained or created;

Professionals

WHEREAS the Human Resources Department consulted concerned management personnel on the continuation of special projects for professionals;

EC-230510-HR-0053

WHEREAS the Professionals local union was consulted on the effects of the modified requirements of its schools and centres;

Commissioner Barbara Barrasso MOVED THAT, on the recommendation of the Director of Human Resources, the Executive Committee of the Sir Wilfrid Laurier School Board abolish, create and maintain the following positions, effective on July 1, 2023, as per Article 5-4.11 of the collective agreements covering professionals of the Centrale des syndicats du Québec representing the Fédération des professionnelles et professionnels de l'éducation du Québec (CSQ):

Abolishment of Positions

School/Centre/Department	Position	%	Description	End date
CDC Vimont	Guidance Counsellor	100%	Currently vacant post	2023-06-30

Creation of Positions

School/Centre/Department	Position	%	Description	Start date
CDC Vimont	Counsellor in Academic Training	100%		2023-05-11
Laval Junior Academy	Administration Officer	100%	Creation following an abolishment of a management position	2022-11-28

Special Projects becoming Regular

School/Centre/Department	Position	%	Description	Start date of project	Proposal
CDC Vimont	Project Development Officer	100%	Community outreach for VT	2020-10-09	Project maintained - Year 4 = Regular position

Carried unanimously

The Director of School Affairs and School Organization and the Coordinator of Communications entered the meeting.

TIME: 18:46

4.2 Material Resources and Transportation

4.2.1 Participation in a CAG Tender – Security Agency Services

Participation in a CAG Tender

WHEREAS the Centre d'acquisitions gouvernementales (CAG) will be conducting public tender no. 2023-7553-50 for security agency services;

Security Agency Services

WHEREAS the Sir Wilfrid Laurier School Board wishes to participate in this call for tender for a fifty-six (56) month contract, including two (2) renewal periods of twelve (12) months each, to be awarded by the CAG;

EC-230510-MR-0054

WHEREAS the *Regulation respecting certain supply contracts of public bodies* requires the authorization of the chief executive officer for every contract of a repetitive nature whose expected term, including any renewal, is greater than three (3) years;

WHEREAS in accordance with by-law no. BL2008-CA-01: Delegation of Functions and Powers of the Sir Wilfrid Laurier School Board, the Executive Committee can authorize the award of a contract term that is greater than three (3) years but less than five (5) years;

WHEREAS it is estimated that the cost of security agency services for the school board is \$80,000.00, before taxes, for the term of the contract;

Commissioner Olivia Landry 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 participation of the Sir Wilfrid Laurier School Board in the CAG public tender no. 2023-7553-50 for security agency services;

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

Carried unanimously

4.2.2 Professional Fees – Architecture – Washroom Renovation Project – Rosemere HS

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 the next three years;

Architecture

Washroom Renovation Project

WHEREAS Arcand Laporte Klimpt Architectes SENCRL, the firm assigned to provide architectural services for the washroom renovation project at Rosemere High School, had originally submitted its professional fees, excluding the supervision of construction work, in the amount of \$64,365.16, before taxes, or \$68,797.83, net taxes;

Rosemere HS

EC-230510-MR-0055

WHEREAS following the awarding of the project to Construction Larco Inc., for phase one of this project, the architectural firm adjusted its fees to include the supervision of the construction work;

WHEREAS the Executive Committee adopted resolution EC-220427-MR-0045 to increase the total fees of the architectural firm to \$96,258.06, before taxes, or \$102,887.11, net taxes;

WHEREAS a public call for tenders was published for the second phase of the washroom renovation project;

WHEREAS the Council of Commissioners adopted resolution CC-230329-MR-0091 awarding Groupe Piché Construction Inc. the contract for the construction of the second phase of the washroom renovation project;

WHEREAS due to the fees for the second phase of this project, the professional fees for Arcand Laporte Klimpt Architectes SENCRL increased from \$96,258.06, before taxes, or \$102,887.11, net taxes to \$128,311.14 before taxes or \$137,147.61 net taxes;

Commissioner Olivia Landry 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 increase in professional fees submitted by Arcand Laporte Klimpt Architectes SENCRL from \$96,258.06, before taxes, or \$102,887.11, net taxes to \$128,311.14 before taxes or \$137,147.61 net taxes;

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

Carried unanimously

5.0 Information Items

There were no information items.

6.0 Varia

There was no varia.

7.0 Adjournment

Parent Commissioner Tara Anderson MOVED the adjournment of the meeting.

Carried unanimously

TIME: 18:50

NEXT MEETING → REGULAR → June 21, 2023