



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

## Council Highlights December 11, 2024

### The Council adopted the following resolutions:

Appointment of Student Representatives to Council WHEREAS the Sir Wilfrid Laurier School Board adopted policy no. 2021-CA-27: *Student Representation at the Sir Wilfrid Laurier School Board* (the Policy);

**CC-241211-CA-0035** WHEREAS the Central Students' Committee elected its two (2) Student Representatives and one Substitute Student Representative at its December 3, 2024, meeting;

WHEREAS the Policy states that the Council of Commissioners appoints the Student Representatives by resolution;

Commissioner Benny Catania MOVED THAT, on the recommendation of the Central Students' Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint Maya Lavictoire and Andressa Reginato as Student Representatives to the Council of Commissioners;

AND THAT Anthonia Oluwadarasimi Adedeji be named as Substitute Student Representative.

**Carried unanimously**

2023-2024 Financial Statements and Auditor's Report WHEREAS section 286 of the *Education Act* requires a school board to submit annual financial statements;

WHEREAS the firm Amyot Gélinas s.e.n.c.r.l. has completed the audit of the records and statements of the Sir Wilfrid Laurier School Board for the period ending June 30, 2024;

**CC-241211-FR-0038**

WHEREAS, in accordance with section 286 of the *Education Act*, public notice was given;

WHEREAS the school board has a preliminary surplus of \$1,715,834.96;

WHEREAS the 2023-2024 Financial Statements, prepared according to the Canadian Public Sector Accounting Standards, show the following:

Beginning Accumulated Surplus:	\$263,885.74
<u>Current Year:</u>	
Revenues:	\$240,083,795.69
Expenses:	<u>\$238,367,960.73</u>
Total Current Year Surplus:	\$1,715,834.96
Ending Accumulated Surplus:	\$1,979,720.70

Commissioner Bob Pellerin MOVED THAT, on the recommendation of the Audit Committee, the 2023-2024 audited Financial Statements of the Sir Wilfrid Laurier School Board for the period ending June 30, 2024, be received by the Council of Commissioners of the Sir Wilfrid Laurier School Board as submitted.

**Carried unanimously**



Amendment to the *Expense Reimbursement Policy for the Members of the Council of Commissioners and the Employees of the Sir Wilfrid Laurier School Board*

Authorization for Consultation

**CC-241211-FR-0039**

WHEREAS policy no. 1999-FR-01: *Expense Reimbursement Policy for the Members of the Council of Commissioners and the Employees of the Sir Wilfrid Laurier School Board* is under review;

WHEREAS it was deemed necessary to amend section 3.0 of the policy;

Commissioner Donna Anber MOVED THAT, on the recommendation of the Audit Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize for consultation the proposed amendments to Section 3.0 of policy no. 1999-FR-01: *Expense Reimbursement Policy for the Members of the Council of Commissioners and the Employees of the Sir Wilfrid Laurier School Board*, as contained in document no. CC-SWLSB-2024/12/11-FR-001;

AND THAT this consultation be for a period of thirty-five (35) days with 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), FEESP-CSN-S18, and the SEPB-Québec-FTQ Local 577, beginning on December 12, 2024, and ending on January 16, 2025.

**Carried unanimously**

Commissioners' Remuneration 2024-2025

**CC-241211-FR-0040**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board is composed of nine (9) elected Commissioners, one (1) elected Chairperson and three (3) Parent Commissioners;

WHEREAS the *Québec Government decree no. 1216-2024*, establishes the maximum annual amounts of remuneration to be paid to Commissioners who are members of the Council of Commissioners;

WHEREAS the Audit Committee has reviewed the proposed distribution of the maximum annual amounts for Commissioners for 2024-2025;

Commissioner Barbara Barrasso MOVED THAT on the recommendation of the Audit Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the proposed remuneration for the 2024-2025 school year as presented in document no. CC-SWLSB-2024/12/11-FR-002.

**Carried unanimously**

Statement of Unpaid Taxes

**CC-241211-FR-0041**

WHEREAS section 339 of the *Education Act* requires the Director General to prepare a statement of the school taxes due and owing by owners;

WHEREAS section 340 of the *Education Act* stipulates that the statement prepared as per section 339 be submitted to the Council of Commissioners for approval;

Commissioner Bob Pellerin MOVED THAT, on the recommendation of the Audit Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve, in accordance with sections 339 and 340 of the *Education Act*, the statement prepared by the Director of Financial Resources for the Director General for school taxes outstanding as of November 18, 2024, in the amount of \$1,431,117.00, as per document no. CC-SWLSB-2024/12/11-FR-003.

**Carried unanimously**



Budget Building 2025-2026 WHEREAS the Sir Wilfrid Laurier School Board is commencing its budget building process for the 2025-2026 school year;

Authorization for Consultation WHEREAS section 275 of the *Education Act* requires a school board to establish the objectives and principles governing the allocation of its revenues;

CC-241211-FR-0042 WHEREAS the Sir Wilfrid Laurier School Board has drafted its 2025-2026 Budget Consultation Survey;

WHEREAS said survey was presented to the Audit Committee on November 27, 2024, as well as to the Resource Allocation Committee on November 19, 2024;

Parent Commissioner Tara Anderson MOVED THAT, on the recommendation of the Audit Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the Budget Consultation Survey, as contained in document no. CC-SWLSB-2024/12/11-FR-004, as part of the budget building consultation process;

AND THAT the consultation begin on December 12, 2024, and end on February 14, 2025, and be conducted with the Governing Boards, the Parents' Committee, the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section, the Sir Wilfrid Laurier Administrators' Association, and the Special Education Advisory Committee.

Carried unanimously

Ethics Commissioner and Alternate Ethics Commissioner Posting WHEREAS section 9 of by-law no. BL2009-CA-17: *Code of Ethics & Professional Conduct for Commissioners of the Sir Wilfrid Laurier School Board* indicates that the Council of Commissioners of the Sir Wilfrid Laurier School Board must name by resolution an Ethics Commissioner and an Alternate Ethics Commissioner;

CC-241211-CA-0043 WHEREAS the current Ethics Commissioner has been in place since September 2019;

WHEREAS the Council of Commissioners named, on an interim basis, an Alternate Ethics Commissioner, effective November 29, 2023, until the position is posted and filled through a selection committee;

Parent Commissioner Elena Ferrato MOVED THAT, on the recommendation of the Governance and Ethics Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board mandate the Secretary General to post the positions of Ethics Commissioner and Alternate Ethics Commissioner;

AND THAT the Selection Committee be established as follows:

- |                             |                  |
|-----------------------------|------------------|
| Commissioner no. 1:         | Chloée Alary     |
| Commissioner no. 2          | Donna Anber      |
| Commissioner no. 3:         | Barbara Barrasso |
| Secretary General           |                  |
| Director of Human Resources |                  |

FURTHER THAT this Selection Committee be mandated to select the candidates to be interviewed, proceed with the interviews, and recommend a candidate to the positions of Ethics Commissioner and Alternate Ethics Commissioner.

Carried unanimously



Appointment of the Person  
Responsible for Managing  
Ethics and Integrity

**CC-241211-CA-0044**

WHEREAS all sections of the *Act to enact the Act respecting protection against reprisals related to the disclosure of wrongdoings and to amend other legislative provisions* (the Act) came into force on November 30, 2024;

WHEREAS the Act creates the function of a person in charge of ethics and integrity within public bodies and abolishes the function of Designated Officer responsible for dealing with disclosures;

WHEREAS the adoption of the Act makes policy no. 2018-CA-23: *Policy Governing the Disclosure of Wrongdoings* and the *Procedure to Facilitate the Disclosure of Wrongdoings*, no longer applicable;

Parent Commissioner Chloée Alary MOVED THAT, on the recommendation of the Governance and Ethics Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint the Secretary General as the Person Responsible for Managing Ethics and Integrity and the Assistant Director of the Legal, Corporate and Communications Department as substitute, effective immediately;

AND THAT policy no. 2018-CA-23: *Policy Governing the Disclosure of Wrongdoings* and the *Procedure to Facilitate the Disclosure of Wrongdoings*, be rescinded.

**Carried unanimously**

Engagement of Contractor  
– Staircases Renovation  
Project

Laurentian Regional High  
School

**CC-241211-MR-0045**

WHEREAS the staircases require renovations at Laurentian Regional High School;

WHEREAS public call for tenders no. 24-184-01 was published for the renovation of the staircases at Laurentian Regional High School and the bids were opened on November 26, 2024;

WHEREAS the conformity of all bidders has been verified;

Parent Commissioner Chloée Alary 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 staircases at Laurentian Regional High School to Anjalec Construction Inc., for a total cost of \$620,621.00 before taxes, or \$663,361.62, 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  
– Roof Renovation Project  
(Block C)

Laval Senior Academy

**CC-241211-MR-0046**

WHEREAS the roof of block C requires renovation at Laval Senior Academy;

WHEREAS public call for tenders no. 24-190-01 was published for the roof renovation of block C at Laval Senior Academy and the bids were opened on November 26, 2024;

WHEREAS the conformity of all bidders has been verified;

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 award the contract for the roof renovation of block C at Laval Senior Academy to Gagné & Roy Inc., for a total cost of \$1,694,554.00 before taxes, or \$1,811,253.70, 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**



Participation in a CAG  
Tender

WHEREAS the Centre d'acquisitions gouvernementales (CAG) will be conducting public tender no. 2025-7518-50 for garbage and recycling waste collection services;

Garbage and Recycling  
Waste Collection

WHEREAS, as per the *Regulation respecting certain service contracts of public bodies*, an authorization is required for every contract of a repetitive nature whose expected term, including any renewal, is greater than 3 years;

**CC-241211-MR-0047**

WHEREAS the Sir Wilfrid Laurier School Board wishes to participate in this tender as it will be for a period of thirty-six (36) months and two (2) optional periods of twelve (12) months each;

WHEREAS the Director of Material Resources and Transportation estimates that the cost of garbage and recycling waste collection services is of \$700,000.00, before taxes, for the term of the contract;

Commissioner Benny Catania MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners approve the participation of the Sir Wilfrid Laurier School Board in public tender no. 2025-7518-50 for garbage and recycling waste collection 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;

FURTHER THAT the Director of Material Resources and Transportation be authorized to sign all other documentation concerning these services.

**Carried unanimously**

Engagement of Service  
Providers – Local  
Recruitment Agencies for  
Vocational Training

WHEREAS the Sir Wilfrid Laurier School Board wishes to establish partnerships with local recruitment agencies to assist with the enrollment of local students for its vocational training courses;

WHEREAS, as per the *Regulation respecting certain service contracts of public bodies*, an authorization is required for every contract of a repetitive nature whose expected term, including any renewal, is greater than 3 years;

**CC-241211-MR-0048**

WHEREAS, as per the *Regulation respecting certain service contracts of public bodies*, a public body 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 frequency at which they are to be performed are uncertain;

WHEREAS public call for tenders no. 24-203-01 was published for local recruitment agencies for vocational training and the bids were opened on November 15, 2024;

WHEREAS the conformity of all bidders has been verified;

WHEREAS the task order service contract is adjudicated to all service providers who submitted an acceptable tender and requests are made to the service provider who submitted the lowest price (remuneration percentage), unless the provider cannot perform the service, in which case the other providers are solicited according to their respective rank;

WHEREAS the Council of Commissioners must approve this task order service contract as its value was estimated at more than \$250,000, as per by-law no. BL2023-CA-01 *Delegation of Functions & Powers of the Sir Wilfrid Laurier School Board*;

Commissioner Heather Appleby MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the four-year task order service contract (2 years + 2 optional periods of one year each) for local recruitment agencies for vocational training as follows:



RANK	BIDDER	REMUNERATION %
1	RH Sommet Inc.	9.2%
2	9337-5541 Québec Inc. (Collège CGH)	9.99%
3	L'Excellence Événements Inc.	11.7%

AND THAT the Assistant Director General, be authorized to sign all documentation concerning this contract.

**Carried unanimously**

Capital Projects  
(Plan directeur 2024-2025)

**CC-241211-MR-0049**

WHEREAS the Sir Wilfrid Laurier School Board has conducted an analysis of the condition of its buildings;

WHEREAS the schools and centres of the school board have expressed their needs concerning the maintenance and repair work to be conducted in their schools;

WHEREAS a list of priorities for the 2024-2025 school year has been established;

WHEREAS measure 50621 (Maintien des bâtiments), measure 50622 (Résorption du déficit de maintien) and measure 50627 (Travaux prioritaires) are applied to finance the prioritized projects;

Commissioner Benny Catania MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the Plan Directeur 2024-2025 (List of Capital Projects), as contained in document no. CC-SWLSB-2024/12/11-MRT-001.

**Carried unanimously**

