

PROVINCE OF QUÉBEC
Ville de Rosemère

A regular meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board was held in the boardroom of the Administration Centre, 235 Montée Lesage, Rosemère, Québec, on Wednesday, December 11, 2024, and via videoconference at 19:30, at which were:

Present: James Di Sano, Chairperson; Donna Anber, Commissioner and Vice-Chairperson; Commissioners Barbara Barrasso, Benny Catania, Heather Appleby, Bob Pellerin, and Désirée Ramacieri; Parent Commissioners Chloée Alary, Tara Anderson and Elena Ferrato; Student Representatives to Council Maya Lavictoire and Andressa Reginato; and Russell Copeman, Director General.

Present via Zoom: Commissioner Noémia Onofre de Lima

Also present: Selena Mell, Assistant Director General; Anna Sollazzo, Secretary General and Director of the Legal, Corporate and Communications Department; Robin Bennett, Director of Information Resources; Lynda DaSilveira, Director of Pedagogical Services; Florence Delorme, Director of School Affairs and School Organization; Michel Dufour, Director of Material Resources and Transportation; Daniel Harvey, Director of Financial Resources; Anne-Marie Lavoie, Director of Human Resources; Maxeen Jolin, Coordinator of Communications; and Jocelyne Thompson-Ness, Administration Officer.

Absent: Commissioners Anick Brunet and Melissa Wall.

Guests via Zoom: Anthonia Oluwadarasimi Adedeji, Alternate Student Representative to Council; Heather Halman, Centre Director of CDC Pont-Viau and Shannon Rudolph, Principal of Lake of Two Mountains High School.

The Chairperson called the meeting to order welcoming everyone who is viewing the meeting online and verified quorum with the Secretary General and Director of the Legal, Corporate and Communications Department. Quorum has been achieved.

TIME: 19:30

0.0 Opening of Meeting

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 is 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

CC-241211-CA-0034

Commissioner Barbara Barrasso MOVED THAT the December 11, 2024, agenda of the Council of Commissioners be approved as presented in document no. CC-SWLSB-2024/12/11-CA-001.

Carried unanimously

2.0 Central Students' Committee

2.1 Appointment of Student Representatives to Council

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

2.2 Swearing in of Student Representatives

The Director General swore in the two Student Representatives to Council and the Substitute Student Representatives to Council.

The Centre Director of CDC Pont-Viau noted that Ms. Reginato is from the International Student Program and that she is here studying from Brazil. Ms. Reginato will graduate in 2025.

The Principal of Lake of Two Mountains High School congratulated Ms. Lavictoire and Ms. Adedeji on their positions, noting that she is very proud of them.

3.0 Approval of Minutes

3.1 November 13, 2024

Approval of Minutes November 13, 2024 Parent Commissioner Elena Ferrato MOVED THAT the minutes of the regular meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on November 13, 2024, having been received by all members prior to this meeting, be approved as written and exempt from public reading by the Secretary General.

CC-241211-CA-0036 **Carried unanimously**

3.2 December 4, 2024

Approval of Minutes December 4, 2024 Parent Commissioner Chloée Alary MOVED THAT the minutes of the special meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on December 4, 2024, having been received by all members prior to this meeting, be approved as written and exempt from public reading by the Secretary General.

CC-241211-CA-0037 **Carried unanimously**

4.0 Question Period

The Secretary General and Director of the Legal, Corporate and Communications Department explained the parameters of the two question periods of 20 minutes each and drew attention to where people online can type in their questions for the second question period.

She noted that the second question period is for questions related to agenda items only. Question period is not a platform for debate.

The Secretary General and Director of the Legal, Corporate and Communications Department advised that a few questions have been received for this first question period from Renata Isopo.

The Secretary General and Director of the Legal, Corporate and Communications Department proceeded to read the questions received and the Chairperson addressed said questions as follows:

Question 1: Could you please give an update of the Heritage school regarding completion of the construction and are the students being fully serviced with a cafeteria, gymnasium, and school yard for their leisure time.

Answer: Construction is completed, and students are being fully serviced with a finished cafeteria, gymnasium and school yard.

Only a few minor corrections need to be finalized, but none that have an impact on services to students.

Pictures of the completion of Heritage Elementary are in the DG's report this evening.

Question 2: The last Chairperson stated that 200 air purifiers were installed in certain schools, and that another 600-800 were ordered for installation. Could you please give the name of the schools which already have the installation and have the remaining number 600-800 (please clarify number) been installed and in which schools? What was the cost for the air purifiers and installation.

Answer: Our Material Resources Department installed 222 air purifiers. The cost is approximately \$700 before taxes per unit, including installation.

The schools at which we installed these units are the following:

- | | |
|----------------------------|----------------------------|
| • Saint Paul Elementary | • Mountainview Elementary |
| • Pinewood Elementary | • Laurentia Elementary |
| • Twin Oaks Elementary | • Mountainview High |
| • Genesis Elementary | • Morin-Heights Elementary |
| • Sainte-Adèle Elementary | • Sainte-Agathe Academy |
| • Arundel Elementary | • Grenville Elementary |
| • Jules Verne Elementary | • Laurentian Elementary |
| • Saint Vincent Elementary | |

No other air purifiers were installed as they were not deemed necessary.

Question 3: Is Rosemere High getting air purifiers or air conditioners (please clarify)? This was stated at the last Council meeting at a cost of over 1.5 million dollars. Considering this large sum, could you give a breakdown of the costs incurred?

Answer: The Council resolution authorized an expenditure of approximately 1.5 million for the replacement of the existing ventilation system of the school as well as the cleaning of the ventilation ducts. A detailed breakdown of the costs cannot be given as this may be considered confidential information belonging to a third party.

Question 4: What is the procedure (directives) in applying the collective agreements and working conditions regulations with the employees and school administrations? Are long term and day-to-day substitute teachers included in these directives?? What are the directives and which policy dictates the directives?

Answer: Human Resources is responsible for the training, support, interpretation, and application of the provincial and local agreements with administrators.

It is part of every administrator's role to apply the rules and procedures in effect.

For short-term replacements: The provincial agreement defines the rights and benefits of substitute teachers whereas the local agreement includes the procedure and the order to follow when hiring these short-term replacements.

For long-term replacements, the provincial agreement details the rights, benefits and procedure to follow.

Question 5: How many of the board's permanent employees are working in classrooms. In previous research into this "issue" you were informed that the number of teachers in classroom was between 850 and 900. Is that a close approximation of this classroom teacher cohort? If not, what is the exact figure?

Answer: We have just over **900 E1** teachers in the youth sector. We also added approximately 80 teachers on contract this year, who hold regular posts but are assigned to replacements for most of them. In addition, we have approximately **425 other employees** such as attendants, school and daycare educators, special education technicians and "aide à la classe" employees in our classes (including permanent or not).

5.0 Report from the Chairperson

The Chairperson welcomed everyone to the meeting noting that it is a privilege to be present this evening for his first official Council meeting since the new Council was sworn in. He is very grateful to be able to lead a team that is committed to student success and community engagement.

He went on to quote Christine Grégoire saying *Education is the foundation upon which we build our future*. These words describe the mission of the Sir Wilfrid Laurier School Board (SWLSB) because this school board wishes to invest in the future by supporting innovative programs, providing support to the passionate educators, and empowering all of its students to excel.

He further noted that the Council members will be pleased to attend events hosted by the school communities of the SWLSB.

The Chairperson presented his report noting his attendance at the following events and thanking those Commissioners and members of the Directorate who accompanied him:

- November 9, 2024 – Attended the Remembrance Day Ceremony at Ville de Laval;
- November 19, 2024 – Attended SWLSB's Retirement Celebration and Milestone Gala;
- November 30, 2024 – Had milk and cookies with Santa at Pinewood Elementary School and visited the Jules Verne Elementary School holiday market;
- December 1, 2024 – Attended the Mother Teresa Exhibition at Laval Junior Academy;
- December 6, 2024 – Visited the Saint Paul Elementary School Holiday Pop-up Shop;
- December 7, 2024 – Visited the Holiday Markets at Our Lady of Peace and Saint Vincent Elementary Schools.

He congratulated all of the students, staff, parents and principals for all of the hard work put into making these events fun and successful.

Several meetings were also attended in November and early December.

The Chairperson also issued statements on the occasions of National Day of Remembrance and Action on Violence Against Women on December 6, 2024, and International Human Rights Day on December 11, 2024.

Community Highlights

- Commissioner Bob Pellerin advised that on November 28, 2024, he attended the Joliette High School craft fair and pasta night and it was very enjoyable;
- Parent Commissioner Tara Anderson noted that Laurentia Elementary School held its first post-COVID craft sale on November 23, 2024. She also announced that Laurentia would be holding a poker night on January 31, 2025;
- Commissioner Donna Anber attended the Laurentian Regional High School's Remembrance Day ceremony with Parent Commissioner Chloée Alary. She also attended a ceremony at Sainte-Agathe Academy with Parent Commissioner Tara Anderson;
- Commissioner Barbara Barrasso advised that she has represented the SWLSB on behalf of the Chairperson at the Italian Chamber of Commerce Award Ceremony. She also attended the Remembrance Day ceremony at Terry Fox Elementary School.

6.0 Report from the Director General

The Director General provided an overview of what has taken place since the last meeting of the Council noting:

- Meetings and events:
 - He presided the Remembrance Day ceremony at the Head Office on November 11, 2024. He noted that he was moved by the number of employees that attended and their connections to the ceremony;
 - He has visited six schools to date as part of the school visits program that he splits with the Assistant Director General. He thanked their shared Administration Officer for scheduling these visits;
 - He attended the Retirement and Milestone Gala where retirees and long-time employees were honoured;

- He attended meetings with counterparts in the Laval-Laurentides-Lanaudière region and other school boards;
- He attended the Forum des directeurs généraux meeting with representatives from the Ministère de l'éducation and the Colloque de la Fédération des Centres de services scolaires du Québec;
- He was present at the Governance Alignment Program workshop with the Council;
- He attended virtual meetings with the Ministère de l'Éducation;
- He attended the Parents' Committee meeting;
- The official September 30 enrolment figures have been received and enrolment has decreased by 113 students from last year for a total of 12,681. This is not something we like to see as it impacts financing, but it is less than one percent of the enrolment. Communications is working on a marketing plan that will be presented in the new year;
- The Québec government decreed a hiring freeze as of November 1, 2024, with the exception of Directors General and positions that provide direct services to students, including all in-school positions. This hiring freeze means that new positions, vacant positions and replacement of future vacancies cannot be filled until, at least, March 31, 2025, unless from within the school board and with exceptions granted by the Conseil du Trésor;
- Proud Moments:
 - The construction of Heritage Elementary School is now complete;
 - The annual Retirement Dinner and Milestone Gala. This event is funded through a government measure;
 - The interim Principal of Mountainview High School secured a grant that allowed members of the school team to visit Kuujuaq from November 2 to November 6, 2024;
 - Mountainview Elementary School received a grant to support its indigenous students;
 - Business Services has a new website for workplace training. The school board often uses their services for training;
- Upcoming Dates:
 - Vocational Trainings beginning in 2025:
 - January 11, 2025: in-person one-day training on Medications and Invasive Assistive Care Services;
 - February 3, 2025: Construction Business Management;
 - February 11, 2025: 1.3 Contractor for All Buildings;
 - February 17, 2025: Information Technology Support;
 - February 25, 2025: Institutional and Home Care Assistance

The Director General noted that everyone is looking forward to the holiday season and wished everyone a very enjoyable season.

7.0 Business Arising

There were no items for business arising.

8.0 Decision Items

8.1 Financial Resources

8.1.1 2023-2024 Financial Statements and Auditor's Report

The Director of Financial Resources advised those present that the 2023-2024 financial statements and auditor's letter were presented and reviewed on November 27, 2024, at a meeting of the Advisory Committee – Administration in the presence of the auditor.

The audited reports covered the audit of the school board's clientele and the auditor's qualified opinion deemed that the school board is declaring its clientele in the proper manner and that it is following the proper accounting standards. These reports also cover the procedures on specific information requested by the MEQ.

The financial statements show that the school board ended up with an accounting surplus of \$1,715,835.00, but adjustments related to the previous school year, such as reinstatement of the previous year due to the Asset Retirement Obligation, the eight-day teachers' strike, and the retroactive salary adjustments from the new collective agreements, etc., resulted in an adjusted surplus (deficit) of \$646,223.00.

2023-2024 Financial
Statements and Auditor's
Report

WHEREAS section 286 of the *Education Act* requires a school board to submit annual financial statements;

CC-241211-FR-0038

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;

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

8.1.2 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

The Director of Financial Resources advised the Council that a minor change is being proposed for section 3.0 of the policy as the current policy does not specify who is responsible for approving the expense report of the Chairperson. It is being proposed that the Executive Committee and the Director General approve the Chairperson's expense report.

The Director General noted that while it may seem mundane, this will make the approval of the Chairperson's expenses more transparent because at the moment, the Director General is the only person who sees and approves the Chairperson's expenses. This is a significant and important change.

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

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;

Authorization for Consultation

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;

CC-241211-FR-0039

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

8.1.3 Commissioners' Remuneration 2024-2025

Commissioners' Remuneration 2024-2025

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;

CC-241211-FR-0040

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

8.1.4 Statement of Unpaid Taxes

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

CC-241211-FR-0041

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

8.1.5 Budget Building 2025-2026 – Authorization for Consultation

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

CC-241211-FR-0042

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

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

8.2 Legal, Corporate and Communications

8.2.1 Ethics Commissioner and Alternate Ethics Commissioner Posting

Ethics Commissioner and
Alternate Ethics
Commissioner Posting

CC-241211-CA-0043

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;

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

8.2.2 Appointment of the Person Responsible for Managing Ethics and Integrity

Appointment of the Person
Responsible for Managing
Ethics and Integrity

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;

CC-241211-CA-0044

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

8.3 Material Resources and Transportation

8.3.1 Engagement of Contractor – Staircases Renovation Project – Laurentian Regional High School

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

8.3.2 Engagement of Contractor – Roof Renovation Project (Block C) – Laval Senior Academy

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

8.3.3 Participation in a CAG Tender – Garbage and Recycling Waste Collection

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

8.3.4 Engagement of Service Providers – Local Recruitment Agencies for Vocational Training

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 enrolment of local students for its vocational training courses;

CC-241211-MR-0048

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;

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 Évènements Inc.	11.7%

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

Carried unanimously

8.3.5 Capital Projects (Plan directeur 2024-2025)

Capital Projects
(Plan directeur 2024-2025)

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

CC-241211-MR-0049

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

9.0 Information Items

9.1 SWL Foundation Report

The Chairperson noted that the Sir Wilfrid Laurier Foundation (SWLF) is replacing its Valentine's Gala with a lottery and that the tickets will be going on sale shortly. The SWLF welcomed Commissioner Bob Pellerin as a new member.

9.2 Parent Commissioners' Reports

9.2.1 Parents' Committee

Parent Commissioner Chloée Alary advised that the December 12, 2024, meeting of the Parents' Committee has been cancelled and that its next meeting will be on January 9, 2025.

9.2.2 SEAC

Parent Commissioner Elena Ferrato noted that the annual SEAC Workshop will take place virtually on March 18, 2025, and that the main topic will be Assistive Technology. More details will be shared in the new year.

9.3 QESBA Report

The report of QESBA can be found in the meeting package.

9.4 Central Students' Committee Report

Commissioner Benny Catania congratulated Maya Lavictoire and Andressa Reginato on being named Student Representative to Council and to Anthonia Oluwadarasimi Adedeji on being named as Substitute Student Representative to Council. He thanked Parent Commissioner Elena Ferrato for her assistance with the committee.

Ms. Lavictoire thanked the Council for this opportunity as she is honoured to take part.

10.0 Question Period (20 minutes)

The Secretary General and Director of the Legal, Corporate and Communications Department noted that, as explained earlier in the meeting, the second question period is for questions related to agenda items only and there is no debate.

There were no questions.

11.0 Correspondence

There was no correspondence.

12.0 Varia

There was no varia.

13.0 Adjournment of Meeting

The Chairperson extended holiday wishes to the school board stakeholders as follows:

Dear Sir Wilfrid Laurier School Board Community,

As the holiday season draws near, the Council of Commissioners extends its warmest wishes to each member of our vibrant community. This time of year, is an opportunity to celebrate the spirit of togetherness, gratitude, and hope that unites us all.

To our dedicated teachers, staff, administrators and head office personnel, we thank you for your unwavering commitment to fostering excellence in education. To our students, we are proud of your achievements and inspired by your potential. And to our parents and families, your support and partnership are invaluable to our collective success.

May this holiday season bring peace, joy, and cherished moments with loved ones. Let us carry the spirit of community and kindness into the new year, as we continue to work together to shape bright futures for our students.

From all of us on the Council of Commissioners, we wish you a safe and happy holiday season and a wonderful start to 2025!

Warm regards,

The Chairperson MOVED the adjournment of the meeting.

Carried unanimously

TIME: 20:46

NEXT MEETING → REGULAR → January 29, 2024