

PROVINCE OF QUEBEC

MINUTES OF THE SPECIAL MEETING OF THE COUNCIL OF COMMISSIONERS OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON JUNE 8, 2016

A Special 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, Rosemere, QC on Wednesday, June 8, 2016 at 18:30 hours, at which were present:

Present: Jennifer Maccarone, Chair; Commissioner Dean Dugas, Vice-Chair; Commissioners Robert Dixon, Guy Gagnon, Paolo Galati, Vicky Kaliotzakis, Anne McMullon, Emilio Miglozzi, and Parent Commissioners Pamala Cripton and Angela Martorana; and Frédéric Greschner, Interim Director General.

Also present were: Gaëlle Absolonne, Interim Assistant Director General; Johanne Brabant, Secretary General; Robin Bennett, Director of Information Technology; Richard Blondin, Director of Financial Resources; Jérôme Dionne, Director of Material Resources; Richard Greschner, Director of Human Resources; Tina Korb, Director of Educational Services; Stephanie Krenn, Director of Complementary Services; Donna Abel, Assistant Director of Financial Resources; Maxeem Jolin, Coordinator of Communications & Public Relations; and Jocelyne Thompson-Ness, Administration Officer.

Absent: Commissioners Peter MacLaurin and Ailsa Pehi; Parent Commissioner Sergio Di Marco and René Brisson, Assistant Director General.

The Chair called the meeting to order.

TIME: 18:36 hours

1.0 UNUSUALLY LOW PRICE COMMITTEE – ST-VINCENT ELEMENTARY SCHOOL

1.1 *Unusually Low Price Committee:*

The Director of Material Resources advised the Council that the Unusually Low Price Committee had reviewed the three lowest tenders received for this project and the discrepancy appeared to be in the cost of the siding.

Commissioner Guy Gagnon, who was a member of the Committee, noted that as the situation was non-contentious there was little chance of legal action.

CC-160608-MR-0121

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-160525-MR-0116, approving the composition of a Committee for the analysis of the unusually low price tender submitted for the washrooms, façade & paving renovation project at St-Vincent (St-Jacques Centre) Elementary School;

WHEREAS members of said Committee have analyzed the low price status of the tender and have stated its conclusions that the tendered price is unusually low;

WHEREAS, on 2016-06-01, the contractor was informed that his tendered price is unusually low and that he may, within 10 days of receiving the letter confirming the findings of the committee, send written comments to the contract rules compliance monitor (RORC - Responsable de l'observation des règles contractuelles) of the Sir Wilfrid Laurier School Board;

WHEREAS, on 2016-06-01, the contractor replied in writing in agreement that the Committee's conclusions be presented to the Council of Commissioners for approval;

Commissioner Paolo Galati MOVED THAT, on the recommendation of the Committee for Revision and of the RORC, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the rejection of the unusually low price tender submitted by **Groupe Impero Inc.**, for the washrooms, façade & paving renovation project at St-Vincent (S-Jacques Centre) Elementary School.

AND THAT, as per paragraph 18.9 of Division IV.1 of Chapter II of the Regulation respecting construction contracts of public bodies, the contract rules compliance monitor will inform the Conseil du trésor of the rejection.

Carried unanimously

1.2 Engagement of Contractor – St-Vincent Elementary School:

The Director of Material Resources noted that, in accordance with the requirements of the regulation, the lowest tender bid has been removed from the results grid as non-conformable.

Commissioner Guy Gagnon noted that the amount of the next lowest conformable bidder is well within the average bid amount

CC-160608-MR-0122

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-151104-MR-0028, approving the engagement of the architects and engineers to prepare the drawings, plans and tender specifications for the 2015-2016 capital projects and that, upon receipt of the completed drawings, plans and tender specifications, public tenders be called for the services of contractors;

WHEREAS public tenders for the washrooms, façade & paving renovation project at St-Vincent (St-Jacques Centre) Elementary School were called and subsequently opened on 2016-05-13;

WHEREAS the conformability of all bidders has been verified by the Professional;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-160608-MR-0121, approving the rejection of the unusually low price tender submitted by the lowest bidder Groupe Impero Inc.;

Commissioner Paolo Galati MOVED THAT, on the recommendation of the Director of Material Resources, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the washrooms, façade & paving renovation project at St-Vincent (St-Jacques Centre) Elementary School to **Construction Michel Laurence Ltée**, for a total cost of 1 332 000,00\$, before taxes, (1 531 467,00\$, all taxes included).

AND THAT the Chair, as well as the Interim Director General, and in his absence or with his knowledge the Assistant Director General, be authorized to sign all documentation concerning this project.

Carried unanimously

2.0 ENGAGEMENT – VICE-PRINCIPALS

2.1 *McCaig Elementary School:*

CC-160608-HR-0123

WHEREAS the Council of Commissioners adopted resolution #CC-160427-HR-0084, approving the assignment of the Principals, Vice-Principals and Centre Directors for the 2016-2017 school year;

WHEREAS the position of Vice-Principal at McCaig Elementary School is currently vacant;

WHEREAS a posting was done from 2016-05-10 to 2016-05-24 and a selection process was conducted on 2016-06-03;

Commissioner Vicky Kaliozakis MOVED THAT, on the recommendation of the Selection Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage **Mélissa Rioux**, as Vice-Principal at McCaig Elementary School, effective 2016-07-01.

AND THAT the following modification be made to the aforementioned resolution:

SCHOOL	PRINCIPALS	VICE-PRINCIPALS
McCaig Elementary School		Mélissa Rioux

Carried unanimously

Ms. Rioux expressed her appreciation to the Council for this wonderful opportunity.

2.2 *Rosemere High School:*

CC-160608-HR-0124

WHEREAS the Council of Commissioners adopted resolution #CC-160427-HR-0084, approving the assignment of the Principals, Vice-Principals and Centre Directors for the 2016-2017 school year;

WHEREAS the position of Vice-Principal at Rosemere High School is currently vacant;

WHEREAS a posting was done from 2016-05-10 to 2016-05-24 and a selection process was conducted on 2016-06-03;

Commissioner Dean Dugas MOVED THAT, on the recommendation of the Selection Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage **Sylvie Hamelin**, as Vice-Principal at Rosemere High School, effective on a date to be determined.

AND THAT the following modification be made to the aforementioned resolution:

SCHOOL	PRINCIPALS	VICE-PRINCIPALS
Rosemere High School		Sylvie Hamelin

Carried unanimously

3.0 QUESTION PERIOD

There were no questions

4.0 ADJOURNMENT OF MEETING:

Commissioner Guy Gagnon MOVED adjournment of the meeting.

Carried unanimously

TIME: 18:47 hours

NEXT MEETING ⇒ REGULAR ⇒ 2016-06-29

Johanne Brabant, Secretary General

Jennifer Maccarone, Chair