

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, QC on Wednesday, November 22, 2017 at 19:30 hours, at which were

Present: Jennifer Maccarone, Chairperson; Dean Dugas, Vice-Chair; Commissioners Guy Gagnon, Anne McMullon and Ailsa Pehi, and Parent Commissioner Sergio Di Marco.

Absent: Paul Lamoureux, Director General.

Also present were: Commissioner Peter MacLaurin, Frédéric Greschner, Assistant Director General; Stephanie Krenn, Director of Corporate Affairs & Secretary General; Florence Delorme, Director of School Affairs and School Organization; Jérôme Dionne, Director of Material Resources & Transportation; Geoff Hipps, Director of Pedagogical Services; Donna Abel, Assistant Director of Financial Resources and Jocelyne Thompson-Ness, Administration Officer.

The Chair called the meeting to order.

TIME: 18:31 hours

1.0 Acceptance of Agenda

Acceptance - Agenda
EC-171122-CA-0017

Commissioner Ailsa Pehi MOVED THAT the agenda be approved as presented in document #SWLSB-2017/11/22-CA-001.

Carried unanimously

2.0 Approval of Minutes

Approval - Minutes
EC-171122-CA-0018

Commissioner Anne McMullon MOVED THAT the minutes of the Executive Committee meeting of the Sir Wilfrid Laurier School Board held on October 25, 2017, having been received by all members prior to this meeting, be approved as presented.

Carried unanimously

3.0 Assistant Director General's Report

The Assistant Director General commented on his monthly report noting the following:

- Services aux entreprises (Qualification) will be making a presentation at the upcoming Corporate Committee;
- The number of ETPs for the CSSMI-SWLSB Vocational Training Centre are estimated at 119 for the 2017-2018 school year;
- Automobile Mechanics will begin a cohort on January 25, 2018 and to date there are six registrations so please advise stakeholders that there are spaces available;
- The school board would like to be able to offer all of its Vocational Training courses at least once before applying to renew authorization so that renewal will be uncomplicated at the level of the ministry;
- Attended the "My Life, My Path, My Pace" conference with the SIS students from the school board where they received encouragement on transitioning from youth to adult life and on creating a network of peers experiencing something similar.

He went on to present a video on “Mon école en FP” noting that this initiative began three years ago at Commission scolaire de Laval (CSDL) when a high school approached a service department to see if there was a willingness for it to provide an entire day of “formation professionnelle” at the school. The internal and external parties are invited to bring their equipment to a school for a day and the school spends the entire day experiencing various options for “formation professionnelle”.

He continued noting that there is a possibility that the school board may be able to partner with CSDL to hold days like this for our high school students and this would allow for building up the current GOAL project at CDC Pont-Viau. GOAL offers to the schools an opportunity to visit CDC Pont-Viau for the day and experience the programs housed in the centre. This is an interesting initiative for 2018-2019 and he will provide information as the project is developed.

4.0 Business Arising

4.1 *Amendment to Deed of Establishment for 2017-2018 – CDC Vimont:*

The Assistant Director General advised that a change is required to the deed of establishment for CDC Vimont so that it can offer language classes at CDC Pont-Viau.

Amendment – Deeds
of Establishment
EC-171122-CA-0019

WHEREAS the Council of Commissioners adopted resolution #CC-161214-TS-0027 adopting the deeds of establishment portion of policy #2017-CA-02: Deeds of Establishment and Three Year Plan for Allocation and Destination of Immovables;

WHEREAS CDC Vimont offers certain courses at CDC Pont-Viau and that the building number is not included on its deed;

Commissioner Dean Dugas MOVED THAT, on the recommendation of the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the modification of the deed of establishment for CDC Vimont by adding building number 885-050 for CDC Laurier Pont-Viau;

AND THAT policy #2017-CA-02: Deeds of Establishment and Three-Year Plan for Allocation and Destination of Immovables be modified to include this change.

Carried unanimously

4.2 *“Mon école en FP”:*

This item was discussed under item 4.1.

4.3 *Update on Transportation of Special Needs Students Outside the SWLSB:*

The Director of Pedagogical Services advised that he and one of the Assistant Directors are scheduling appointments with all of the schools that provide services to Sir Wilfrid Laurier School Board students off territory to see how feedback of the services provided to these students can be received.

The Assistant Director General advised that there is no specific transportation funding for special needs students and that most is funded through the school board's transportation envelope as, to his knowledge, the Ministère de l'Éducation et de l'Enseignement supérieur (MEES) does not provide any extra funding for this purpose.

In response to a question from the Chairperson, the Assistant Director General noted that he would inquire if Peter Hall and Summit Schools receive transportation funding and report back.

5.0 Decision Items

5.1 Pedagogical Services:

5.1.1 *Research Projects:*5.1.1.1 *The effects of a motivationally enhanced reading program on struggling readers' reading performance and reading motivation:*

The Director of Pedagogical Services noted that this is a continuation of a project that has now reached the grade three level and is for students that require motivation to read.

In response to a question from the Vice-Chairperson, the Director of Pedagogical Services noted that the research project has to be approved before schools can be selected and if the school meets the project profile and wish to participate that is possible but there is no guarantee that those who wish to participate will be selected.

Motivationally-enhanced
reading
EC-171122-ED-0020

Commissioner Guy Gagnon MOVED THAT, on the recommendation of the Director of Pedagogical Services, the Executive Committee of the Sir Wilfrid Laurier School Board permit the following research projects related to Pedagogical Services be conducted in its schools and centres:

Project	Title of Research	Researcher (s)	Affiliation (University & Department)
1	The effects of a motivationally enhanced reading program on struggling readers' reading performance and reading motivation	Miriam McBreen Dr. Robert Savage	McGill University Department of Educational and Counselling Psychology

Carried unanimously

5.1.1.2 *Countering religious extremism through education in multicultural Canada:*

The Director of Pedagogical Services informed the Executive Committee that this is a Pan Canadian research project being conducted to better understand how education plays a role in religious extremism. It will be done with students, teachers and parents in a focus group format.

Countering religious
extremism
EC-171122-ED-0021

Parent Commissioner Sergio Di Marco MOVED THAT, on the recommendation of the Director of Pedagogical Services, the Executive Committee of the Sir Wilfrid Laurier School Board permit the following research projects related to Pedagogical Services be conducted in its schools and centres:

Project	Title of Research	Researcher (s)	Affiliation (University & Department)
2	Countering religious extremism through education in multicultural Canada	Dr. Ratna Ghosh Dr. Anila Asghar Dr. Ingrid Sladeczek, Associate Professor, Faculty of Education, McGill University Prof. Daniel Cere, Associate Professor, Faculty of Religious Studies, McGill University Dr. Jocelyn Bélanger, Professeur	McGill University Faculty of Education Faculty of Religious Studies New York University Abu Dhabi Faculty of Psychology

Carried unanimously

The Chairperson requested that the reports of these research projects be brought back to the committee.

5.2 Material Resources and Transportation

5.2.1 *Change Orders – Renovation Project – Ste-Adele ES:*

The Director of Material Resources and Transportation informed the Executive Committee that there were some unexpected structural problems so the plans required alteration.

Change Order
Renovation Project
Ste-Adele ES
EC-171122-MR-0022

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170426-MR-0076, awarding the contract for the doors and windows, foundation work and exterior siding renovation project at Sainte-Adele Elementary School to D.M. Quinty Construction (9170-6069 Québec Inc.), for a total cost of 708 799,00\$, before taxes, (814 941,65\$, all taxes included);

WHEREAS, during the renovation project, change orders occurred to address specific issues related to jobsite conditions pertaining to many building systems, amounting to 20 811,42\$, before taxes (23 927,93\$, taxes included);

Commissioner Ailsa Pehi 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 change orders in the amount of 20 811,42\$, before taxes (23 927,93\$, taxes included);

AND THAT the total cost of the project, including the change orders, be increased to 729 610,42\$, before taxes (838 869,58\$, taxes included);

FURTHER THAT, the Chair, as well as the 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

5.2.2 *Change Orders – Renovation Project – Souvenir ES:*

The Director of Material Resources and Transportation advised that the work on the mechanical room has been postponed so there is a credit. When the ceilings were removed in one of the classrooms it was discovered that the walls did not meet the top of the slab so they needed to be built up which was an unforeseen expense.

In response to a question from Commissioner Ailsa Pehi, the Director of Material Resources and Transportation advised that the mechanical room project is a major undertaking and the budget set aside is not sufficient to complete the project properly. He will check the timeline and report back.

Change Order
Renovation Project
Souvenir ES
EC-171122-MR-0023

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170426-MR-0077, awarding the contract for the elevator, washroom accessibility and classroom renovations project at Souvenir Elementary School to Sélection 2000 Entrepreneur général (9127-6873 Québec Inc.), for a total cost of 904 412,70\$, before taxes, (1 039 848,51\$, all taxes included);

WHEREAS, during the renovation project, change orders occurred to address specific issues related to jobsite conditions pertaining to many building systems, amounting to - 31 606,58\$, before taxes (- 36 339,67\$, taxes included);

Commissioner Ailsa Pehi 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 change orders in the amount of - 31 606,58\$, before taxes (- 36 339,67\$, taxes included);

AND THAT the total cost of the project, including the change orders, be reduced to 872 806,12\$, before taxes (1 003 508,84\$, taxes included);

FURTHER THAT, the Chair, as well as the 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

5.2.3 *Change Orders – Renovation Project – Our Lady of Peace ES:*

The Director of Material Resources and Transportation advised that the most costly items of this change are the replacement of a broken underground sewer pipe and the replacement of the ceiling tiles as part of the washroom renovations.

Commissioner Peter MacLaurin entered the meeting.

TIME: 18:52 hours

In response to questions from the Chairperson, the Director of Material Resources and Transportation indicated that the project should be completed by the end of December 2017. There are a couple of small projects that need to be completed that could cause some disruption to the students with them having to exit by another door.

Change Order
Renovation Project
Our Lady of Peace ES
EC-171122-MR-0024

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170426-MR-0078, awarding the contract for the complete interior renovation project at Our Lady of Peace Elementary School to Corporation de construction Germano, for a total cost of 1 668 099,00\$, before taxes, (1 917 896,83\$, all taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-170927-MR-0004, approving change orders related to asbestos removal from the mechanical room ceiling as well as modifications (door hardware and furniture) and addition of two lockers, in the amount of 16 286,18\$, before taxes (18 725,04\$, taxes included), increasing the total cost of the project to 1 684 385,18\$, before taxes (1 936 621,87\$, taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-171025-MR-0011, approving change orders related to various modifications in the mechanical and electrical systems, as well as modifications to the roof parapets and various architectural changes inside the building, amounting to 30 895,57\$, before taxes (35 522,18\$, taxes included);

WHEREAS, during the renovation project, more change orders occurred to address specific issues related to the replacement of ceiling tiles and various modifications to the washrooms as well as the replacement of underground sewer pipe and various architectural modifications, amounting to 78 015,77\$, before taxes (89 698,63\$, taxes included);

Parent Commissioner Sergio Di Marco 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 change orders in the amount of 78 015,77\$, before taxes (89 698,63\$, taxes included);

AND THAT the total cost of the project, including the change orders, be increased to 1 793 296,52\$, before taxes (2 061 842,68\$, taxes included);

FURTHER THAT, the Chair, as well as the 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

5.2.4 Change Orders – Renovation Project – Hillcrest Academy:

The Director of Material Resources and Transportation provided background information on this project noting that, when this tender was awarded, there were negotiations to reduce the price with the contractor knowing that as the project progressed there was the possibility of further reductions. This resolution will make the reductions in the cost of the project official.

In response to questions, the Director of Material Resources and Transportation noted that the main goal of projects is to bring everything up to code and increase energy efficiency in all buildings. The plan for Hillcrest Academy is to request more funding so that the work that was postponed on this project can be done in its entirety, possibly in the summer of 2019.

Change Order
Renovation Project
Hillcrest Academy
EC-171122-MR-0025

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170524-MR-0091, awarding the contract for the building envelope and electrical work renovation project at Hillcrest Academy to Banexco Inc., for a total cost of 553 333,00\$, before taxes, (636 194,62\$, all taxes included);

WHEREAS, during the renovation project, change orders occurred to address specific issues related to a credit for cancellation of work from the original contract and additional costs related to a modification of the electrical system involving asbestos removal, amounting to -151 170,02\$, before taxes (-173 807,93\$, taxes included);

Commissioner Ailsa Pehi 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 change orders in the amount of -151 170,02\$, before taxes (-173 807,93\$, taxes included);

AND THAT the total cost of the project, including the change orders, be decreased to 402 162,98\$, before taxes (462 386,89\$, taxes included);

FURTHER THAT, the Chair, as well as the 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

5.2.5 CDC St-Eustache – End of Lease Requirements:

The Director of Material Resources and Transportation noted that the end of lease was discussed at the last meeting of the Corporate Committee and the lease agreement requires the school board to return the building to its original state. The owner offered to settle for \$100,000 to leave the building as is and the school board countered at \$80,000 and both parties agreed to \$90,000.

End of Lease
Requirements
EC-171122-MR-0026

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170426-MR-0074, approving the extension of the lease agreement with 8062617 Canada Inc. Tritex for CDC St-Eustache until December 31, 2017;

WHEREAS the new Vocational Centre CSSMI-SWLSB is now operational in St-Eustache;

WHEREAS clause 8.11.03 in the lease agreement states that the building must be returned to its original state prior to vacating the premises;

WHEREAS the owner of the building can waive clause 8.11.03 of the lease agreement usually in exchange for a monetary fee;

WHEREAS 8062617 Canada Inc. Tritex expressed its interest in waiving section 8.11.03 of the lease agreement by suggesting a monetary fee of \$100,000, before taxes;

WHEREAS the Sir Wilfrid Laurier School Board has made a counter offer of \$80,000, before taxes;

WHEREAS 8062617 Canada Inc. Tritex countered back at \$90,000, before taxes;

WHEREAS the estimated cost to return the building its original state is estimated at \$130,000;

WHEREAS the timeline to return the building its original state is very tight;

Commissioner Guy Gagnon MOVED THAT, on the recommendation of the Corporate Committee, the Executive Committee accept the counter offer from 8062617 Canada Inc. Tritex in the amount of \$90,000 before taxes;

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

Carried unanimously

5.3 *Financial Resources*

5.3.1 *Borrowing Plan:*

The Assistant Director of Financial Resources noted that this was an annual borrowing resolution and that for 2017-2018 the limit is \$30,000,000. This plan funds capital spending.

In response to a question from Commissioner Guy Gagnon, the Chairperson noted that the Executive Committee are authorized through the delegation of functions and powers to approve long-term spending.

Borrowing Plan
EC-171122-FR-0027

WHEREAS in conformity with section 78 of the *Financial Administration Act* (chapter A-6.001), the Sir Wilfrid Laurier School Board (the "Borrower") wishes to establish a borrowing plan allowing it to conclude from time to time, from now until September 30, 2018, long-term borrowing transactions with the Ministre des Finances, as the person responsible for the Financing Fund, for not more than \$30,063,000;

WHEREAS in conformity with section 83 of the *Financial Administration Act*, the Borrower wishes to establish, under this borrowing plan, that the power to borrow and to approve its terms and conditions be exercised by at least two of its executives;

WHEREAS it is deemed appropriate to institute a borrowing plan covering the long-term borrowings to be contracted by the Borrower, establish the maximum amount of the borrowings that may be made under the plan, establish the characteristics and limits in relation to the borrowings to make under the plan and authorize the executives of the Borrower to conclude any borrowing transaction under such plan, and to approve its terms and conditions;

WHEREAS the Ministre de l'Éducation et de l'Enseignement supérieur (the "Minister") has authorized the establishment of this borrowing plan in accordance with the conditions specified in his letter dated November 8, 2017;

Commissioner Dean Dugas MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve:

1. THAT a borrowing plan, under which the Borrower may, subject to the characteristics and limits stated hereafter, conclude from time to time, from now until September 30, 2018, long-term borrowing transactions with the Ministre des Finances, as the person responsible for the Financing Fund, for not more than \$30,063,000 be instituted (the "Borrowing Plan");
2. THAT the borrowing transactions made by the Borrower under this borrowing plan be subject to the following characteristics and limits:
 - a) despite the provisions of paragraph 1 above, the Borrower may not, during each of the **fifteen-month** periods extending from July 1 to September 30 of each year and included in the period covered in paragraph 1, make borrowing transactions that would result in the total amount approved for the Borrower, for such period, by the Treasury Board on account of the long-term borrowing program for Borrowers being exceeded;
 - b) the Borrower may not make a borrowing transaction unless it receives a subsidy from the Government of Québec in accordance with the standards established by the Treasury Board for the granting or the promise of subsidies to school boards as well as with the terms and conditions determined by the Minister and providing for the payment of the principal and interest of the borrowing concerned even if, otherwise, payment of such subsidy is subject to the funds required for such purpose be voted annually by Parliament;
 - c) each borrowing transaction may be made only in legal currency of Canada, with the Ministre des Finances, as the person responsible for the Financing Fund;
 - d) the proceeds of each borrowing transaction may be used, other than for the payment of borrowing costs, only to fund the capital expenditures and expenditures related to the investments of the Borrower subsidized by the Minister;
3. THAT, for the purposes of determining the amount to which paragraph 1 above refers, only the face value of the borrowings made by the Borrower be taken into account;
4. THAT, in addition of the preceding limits and characteristics, the borrowings be subject to the following characteristics:
 - a) the Borrower shall be able to contract one or several borrowings throughout the life of this Borrowing Plan without exceeding the amount stipulated therein, under a single loan agreement to be reached by the Borrower and the Ministre des Finances, as the person responsible for the Financing Fund.
 - b) for each borrowing, the debt shall be acknowledged by a note from the Borrower to the Ministre des Finances, as the person responsible for the Financing Fund;
 - c) the interest rate payable on all borrowing transactions will be established according to the criteria determined by the Government under Order-in-Council number 1267-2001 of October 24, 2001, modified by Order-in Council number 1057-2013 of October 23, 2013 and number 1152-2015 of December 16, 2015, as such order-in-council may be amended or replaced from time to time;
 - d) for the purpose of ensuring payment at maturity of the principal of each borrowing and the applicable interest due, a movable hypothec without delivery in favour of the Ministre des Finances, as the person responsible for the Financing Fund, shall be placed on the debt that the subsidy to be made to it by the Minister on behalf of the Government of Québec, represents for the Borrower;
5. THAT the Borrower be authorized to pay, from the proceeds of each borrowing

contracted under this borrowing plan, the issue expenses and the management expenses that shall have been agreed to;

6. THAT any of the following executives:

the Chair, and in her absence or with her knowledge the Vice-Chair, as well as the Director General, and in his absence or with his knowledge the Assistant Director General of the School Board, **provided two of them act jointly**, be authorized, on behalf of the School Board, to sign the loan agreement, movable hypothec agreement, and note; to agree to all clauses and guarantees not substantially incompatible with the provisions of these presents, to make any changes to these documents not substantially incompatible with these presents, to take any action and sign any documents that may be necessary or useful to give full effect to these presents;

7. THAT, should the Borrower have already adopted a resolution instituting a long-term borrowing plan, this resolution replaces the previous resolution, without affecting the validity of the borrowings made under its authority before the date of this borrowing plan.

Carried unanimously

6.0 Information Items

There were no information items.

7.0 Varia

There was no varia.

8.0 Adjournment

Commissioner Guy Gagnon MOVED the adjournment of the meeting.

Carried unanimously

TIME: 18:58 hours

NEXT MEETING ⇔ REGULAR ⇔ December 13, 2017