

## PROVINCE OF QUEBEC

## MINUTES OF THE REGULAR EXECUTIVE COMMITTEE MEETING OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON FEBRUARY 22, 2017

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, February 22, 2017.

Present Executive Members: Jennifer Maccarone, Chair; Commissioners Dean Dugas, Vice-Chair; Guy Gagnon, Parent Commissioner Sergio Di Marco and Paul Lamoureux, Director General.

Also present were: Frédéric Greschner, Assistant Director General; Johanne Brabant, Secretary General; Jérôme Dionne, Director of Material Resources; and Jocelyne Thompson-Ness, Administration Officer.

Absent: Commissioners Anne McMullon and Ailsa Pehi

The Chair called the meeting to order.

**TIME: 18:33 hours**

### 1.0 ACCEPTANCE OF AGENDA:

The following change to the agenda was proposed:

~~5.2 Educational Services:~~

~~5.2.1 Research Project .....~~ *RES*

### EC-170222-CA-0029

Commissioner Sergio Di Marco MOVED THAT the agenda be approved as corrected in document #SWLSB-2017/02/22-CA-001.

**Carried unanimously**

### 2.0 APPROVAL OF MINUTES:

### EC-170222-CA-0030

Commissioner Dean Dugas MOVED THAT the minutes of the Executive Committee meeting of the Sir Wilfrid Laurier School Board held on December 14, 2016 having been received by all members prior to this meeting, be approved as presented.

**Carried unanimously**

### 3.0 ASSISTANT DIRECTOR GENERAL'S REPORT:

#### 3.1 Assistant Director General's Report:

The Assistant Director General presented and reviewed his monthly report and answered questions noting:

- Qualification has been chosen as point of contact by the Association québécoise des transports routiers (AQTR) and Formation Québec en réseau to support other "services aux entreprises" selected as AQTR service points;

- staffing, promotion of new programs, purchasing of domain names for the bilingual Website, etc., is underway for the new Vocational Training Centre in St-Eustache;
- a new cohort from the Philippines will begin the Home Care Assistance program on March 13, 2017;
- the Welding & Fitting program did not receive enough registrations for its first cohort so those who did register are taking the program with the Commission scolaire de Laval (CSDL), who also needed additional students to fill its own cohort;
- the offering of the Welding & Fitting program, as well as other programs, in the evening is a challenge even though the intention was to provide advancement for those who work the day shift. Options for this program are being examined;

Commissioner Guy Gagnon entered the meeting and disconnected from the phone. **TIME: 18:38 hours**

- an Attestation of Vocational studies course for a client's customer service employees was planned by Qualification but when the client discovered how many hours their employees would be absent from work they withdrew. It is hoped that this program can be offered in the future with the option of opening it to the public at large;
- the Stationary Engine Mechanics program has been delayed as the legal portions of the entente are still being discussed;
- a two-year forecast is being developed for programs to be offered in the day rather than in the evening;
- two new programs are being considered, Secretarial Studies – Medical and Arboriculture. The Arboriculture program does not currently exist in English and a request will be made to the CSDL to borrow its card;
- once the school board receives permission to use the card for Arboriculture it can be used anywhere in the territory so the Arundel Nature & Science Centre (ANSC) could be used as a site.

#### 4.0 BUSINESS ARISING:

There was no business arising.

#### 5.0 DECISION ITEMS:

##### 5.1 **Material Resources**

##### 5.1.1 **Change Orders – Twin Oaks ES Enlargement Project:**

The Director of Material Resources provided background information on the change orders. The major items in this change order is the installation of the outdoor play equipment plus adjustment to the civil engineering plans. Due to the delivery delay of the new outdoor play equipment, the old equipment has been re-installed.

*WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-150225-MR-0125, awarding the contract for the enlargement project at Twin Oaks Elementary School to Candev Construction Inc., for a total cost of 6 953 000,00\$, before taxes (7 994 211,75\$, all taxes included);*

*WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-150629-MR-0056, approving change orders in the amount of 11 665,28\$, before taxes (13 412,15\$, taxes included), increasing the total cost of the project to 6 964 665,28\$, before taxes (8 007 623,90\$, taxes included);*

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-150923-MR-0004, approving change orders in the amount of 126 030,70\$, before taxes (144 903,80\$, taxes included), increasing the total cost of the project to 7 090 695,98\$, before taxes (8 152 527,70\$, taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-151104-MR-0019, approving change orders in the amount of 2 889,93\$, before taxes (3 322,70\$, taxes included), increasing the total cost of the project to 7 093 585,81\$, before taxes (8 155 850,28\$, taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-151125-MR-0032, approving change orders in the amount of 17 460,92\$, before taxes (20 075,70\$, taxes included), increasing the total cost of the project to 7 111 046,73\$, before taxes (8 175 925,98\$, taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-151216-MR-0036, approving change orders in the amount of 1 099,56\$, before taxes (1 264,22\$, taxes included), increasing the total cost of the project to 7 112 146,29\$, before taxes (8 177 190,19\$, taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-160224-MR-0043, approving change orders in the amount of 7 833,50\$, before taxes (9 006,57\$, taxes included), increasing the total cost of the project to 7 119 979,79\$, before taxes (8 186 196,76\$, taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-160427-MR-0050, approving change orders in the amount of 68 188,33\$, before taxes (78 399,54\$, taxes included), increasing the total cost of the project to 7 188 168,12\$, before taxes (8 264 596,30\$, taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-160928-MR-0007, approving change orders in the amount of 4 903,62\$, before taxes (5 637,94\$, taxes included), increasing the total cost of the project to 7 193 071,74\$, before taxes (8 270 234,24\$, taxes included);

WHEREAS, during the renovation project, more change orders occurred to address specific issues, amounting to 56 451,60\$, before taxes (64 905,23\$, taxes included);

Parent Commissioner Sergio Di Marco MOVED THAT, on the recommendation of the Director of Material Resources, the Executive Committee of the Sir Wilfrid Laurier School Board approve the change orders in the amount of 56 451,60\$, before taxes (64 905,23\$, taxes included);

AND THAT the total cost of the project, including the change orders, be increased to 7 249 523,34\$, before taxes (8 33 139,47\$, 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.

The Chair suggested amending the resolution by adding the reasons for the change orders, ex. adjustments to the civil engineering plans, installation of playground equipment, modifications to fence, culverts, and relocation of basketball nets. Parent Commissioner Sergio Di Marco accepted the amendment.

The Executive Committee entered into discussion and the Director of Material Resources answered questions and concerns as follows:

- the playground structures were funded through the Ville de Laval, the school board and measure monies;
- the original play structures had to be removed because they interfered with the enlargement of the school;
- this change order still leaves the school board within the five percent contingency budget;
- most school boards allow the schools to raise the monies for playground structures but this school board uses a hybrid formula where both the school and school board provide an amount towards new equipment;
- the school board is responsible for the upkeep and repair of the playground structures and, if required, the removal of old equipment.



**EC-170222-MR-0031**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-150225-MR-0125, awarding the contract for the enlargement project at Twin Oaks Elementary School to Candev Construction Inc., for a total cost of 6 953 000,00\$, before taxes(7 994 211,75\$, all taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-150629-MR-0056, approving change orders in the amount of 11 665,28\$, before taxes (13 412,15\$, taxes included), increasing the total cost of the project to 6 964 665,28\$, before taxes (8 007 623,90\$, taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-150923-MR-0004, approving change orders in the amount of 126 030,70\$, before taxes (144 903,80\$, taxes included), increasing the total cost of the project to 7 090 695,98\$, before taxes (8 152 527,70\$, taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-151104-MR-0019, approving change orders in the amount of 2 889,93\$, before taxes (3 322,70\$, taxes included), increasing the total cost of the project to 7 093 585,81\$, before taxes (8 155 850,28\$, taxes included);

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WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-160427-MR-0050, approving change orders in the amount of 68 188,33\$, before taxes (78 399,54\$, taxes included), increasing the total cost of the project to 7 188 168,12\$, before taxes (8 264 596,30\$, taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-160928-MR-0007, approving change orders in the amount of 4 903,62\$, before taxes (5 637,94\$, taxes included), increasing the total cost of the project to 7 193 071,74\$, before taxes (8 270 234,24\$, taxes included);

WHEREAS, during the renovation project, more change orders occurred to address specific issues related to adjustments to the Civil Engineering plans, installation of playground equipment, modifications to fence, culverts, and relocation of basketball nets, amounting to 56 451,60\$, before taxes (64 905,23\$, taxes included);

Parent Commissioner Sergio Di Marco MOVED THAT, on the recommendation of the Director of Material Resources, the Executive Committee of the Sir Wilfrid Laurier School Board approve the change orders in the amount of 56 451,60\$, before taxes (64 905,23\$, taxes included);

AND THAT the total cost of the project, including the change orders, be increased to 7 249 523,34\$, before taxes (8 335 139,47\$, 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**

### **5.1.2 Purchase Order – Student Lockers:**

In response to a question from the Chair, the Director of Material Resources noted that, due to vandalism, there are many lockers at Laval Senior Academy that will be either repaired or replaced. The relocation of the lockers to a supervised area is being discussed. New lockers for Laval Junior Academy will be installed at a later date.

In response to a question from Commissioner Guy Gagnon, the Director of Material Resources noted that 468 lockers will be purchased for Rosemere High School.

#### **EC-170222-MR-0032**

WHEREAS the student lockers at Rosemere High School need to be replaced;

WHEREAS the Sir Wilfrid Laurier School Board participates in several purchasing groups in order to obtain goods and services at a fair market price;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-131030-MR-0043 mandating the Director of Material Resources to represent the Sir Wilfrid Laurier School Board at the Comité d'achats regroupés Laval-Laurentides-Lanaudière (CARLLL) purchasing group;

WHEREAS public tenders for the purchasing of student lockers were called by the Comité d'achats regroupés Laval-Laurentides-Lanaudière (CARLLL) and subsequently opened on 2016-11-21;

WHEREAS the Comité d'achats regroupés Laval-Laurentides-Lanaudière (CARLLL) contract for the purchasing of student lockers is for a two-year period, from 2017-01-01 to 2018-12-31, with a one-year renewal option, and was awarded to the lowest conformable bidder, Perfix Inc.;

WHEREAS the replacement of part of the student lockers was done during the 2015-2016 school year;

WHEREAS this purchase completes the replacement of all the original student lockers at Rosemere High School;

Commissioner Guy Gagnon MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board approve the purchasing of student lockers for Rosemere High School, from Perfix Inc., for an amount of 82 478,00\$, before taxes (94 829,08\$, all taxes included);

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 this purchase.

**Carried unanimously**

**5.2 Educational & Complementary Services****5.2.1 Research Project:**

This item was removed from the agenda.

**6.0 INFORMATION ITEMS****6.1 Parent Commissioners Report:**

The Parent Commissioners report will be presented at council.

**7.0 VARIA:**

There was no varia.

**8.0 ADJOURNMENT OF MEETING:**

Commissioner Dean Dugas MOVED the adjournment of the meeting.

**Carried unanimously**

**TIME: 19:08 hours**

**NEXT MEETING ⇒ REGULAR ⇒ April 26, 2017**