



# Agenda

## COMMITTEE-OF-THE-WHOLE

Tuesday, April 14, 2020  
OPEN MEETING – 7:00-8:30 P.M.  
CATHOLIC EDUCATION CENTRE – BOARDROOM

Chairperson: Linda Ainsworth

Trustees who are unable to attend are asked to please notify  
Andrea Bradley, Administrative Assistant  
[abradley@pvnccdsb.on.ca](mailto:abradley@pvnccdsb.on.ca)

### A. Call to Order:

1. Opening Prayer.
2. We acknowledge that we are meeting on the traditional territory of the Mississauga Anishinaabe.
3. Approval of Open Meeting Agenda.
4. Declarations of Conflicts of Interest.
5. Approval of the Minutes of the Open Meeting of the Committee-of-the-Whole held on March 9, 2020. Page 3
6. Business Arising from the Minutes.

### B. Recommended Actions/Presentations:

### C. Information Items:

1. Review of Education Development Charge Policies. Page 6
2. Interim Financial Statements. Page 21

[Education Development Charge By-Law Renewal 2020](#)

**D. Old Business:**

**E. New Business:**

**F. Next Meeting:**

1. Monday, May 11, 2020 – 6:30 p.m.

**G. Conclusion:**

1. Closing Prayer.
2. Adjournment.

2020-G-OP-5



# Minutes

THE MINUTES OF THE OPEN MEETING OF THE COMMITTEE-OF-THE-WHOLE held on Monday, March 9, 2020 at 7:00 p.m. in the Boardroom, 1355 Lansdowne Street West, Peterborough.

## PRESENT

Trustees: Mmes. Linda Ainsworth (Committee Chairperson), Michelle Griepsma, Helen McCarthy.  
Messrs. David Bernier, Braden Leal, Kevin MacKenzie, Emmanuel Pinto.

Administration: Mmes. Joan Carragher, Laurie Corrigan, Isabel Grace, Dawn Michie.  
Messrs. Pepe Garieri, Timothy Moloney, Michael Nasello.

Guests: Mr. Kevin Hickey, Purchasing, Planning, and Facilities Administration Manager.

Regrets: Miss Eveline Fisher (Senior Student Trustee).  
Mr. Josh Hill (Junior Student Trustee).

Recorder: Mrs. Andrea Bradley.

## **A. Call to Order:**

Linda Ainsworth called the meeting to order.

1. Linda Ainsworth, acknowledged that the Committee-of-the-Whole Meeting was taking place on the traditional territory of the Mississauga Anishinaabe.

### 2. Approval of Open Session Agenda.

**MOTION:** Moved by Braden Leal, seconded by Michelle Griepsma, that the Open Meeting Agenda be accepted.

Carried.

### 3. Declarations of Conflicts of Interest.

2020-G-OP-6

4. Approval of the Minutes of the Committee-of-the-Whole – Open Session held on January 13, 2020.

**MOTION:** Moved by Kevin MacKenzie, seconded by Braden Leal, that the Minutes of the Committee-of-the-Whole – Open Session, held on January 13, 2020, be approved.

Carried.

5. Business Arising from the Minutes.

**B. Recommended Actions/Presentations:**

**C. Information Items:**

1. Fair Trade Purchasing (AP #608).

Kevin Hickey, Purchasing, Planning, and Facilities Administration Manager, reviewed Policy and Administrative Procedure #608 with the Committee-of-the-Whole. Kevin also presented a PowerPoint entitled “McCarthy Uniforms’ Sourcing Policies”. Kevin addressed a number of concerns and answered questions from Trustees.

2. Pre-Budget Benchmarks and Historical Data.

Isabel Grace, Superintendent of Business and Finance, presented a PowerPoint entitled “Pre-budget Benchmarks and Historical Data” to the Committee-of-the-Whole. Isabel answered questions from Trustees and addressed their concerns.

**D. Old Business:**

2020-G-OP-7

**E. New Business:****F. Next Meeting:**

1. Tuesday, April 14, 2020 – 6:30 p.m.

**G. Conclusion:**

1. Closing Prayer.

Linda Ainsworth asked Isabel Grace to lead the Closing Prayer.

2. Adjournment.

**MOTION:** Moved by Braden Leal, seconded by Helen McCarthy, that the  
Committee-of-the-Whole meeting adjourn at 8:15 p.m.

Carried.

Linda Ainsworth  
Committee Chairperson  
/ab

Isabel Grace  
Superintendent of Business



## A Review Of Education Development Charge Policies

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Peterborough Victoria Northumberland and  
Clarington Catholic District School Board  
April 6, 2020



# The Existing Charges

**Education development charges are the primary source of funding school site acquisition needs for a school board experiencing growth in its jurisdiction.**

**The PVNCCDSB has 1 existing EDC bylaw that covers the Municipality of Clarington. It is an 'area specific' bylaw. The bylaw has a maximum term of 5 years and was implemented on July 1, 2015.**

**The charge is collected on a 90% residential basis and 10% non-residential basis.**



# What Is An Education Development Charge

***An Education Development Charge is a development charge that is imposed under a bylaw respecting growth-related net education land costs incurred or proposed to be incurred by a School Board.***

**In layman's terms this means it is a charge that is levied on new development that is paid by the developer/permit taker when the building permit is issued by the municipality.**

**The revenue collected from the charge is then used by a school board to purchase land/school sites for new schools to be built upon.**



# What Does A School Board Have To Do?

**Prepare an  
EDC  
Background  
Study**

**EDC  
Background  
Study Must Be  
Approved By  
Minister of  
Education**

**Two Public  
Meetings  
Must Be  
Held Prior  
To Passing  
A New EDC**

**EDC Study  
Must Be  
Available To  
Public At  
Least 2 Weeks  
Before 1<sup>st</sup> Mtg.**

**Notice Of Public Meetings Must Be Provided At Least 20 Days Prior To Said Meetings**



# EDC Policies

**Each EDC bylaw has a set of underlying policies that help determine the structure and type of bylaw that will be enacted.**

Ministry of Education legislation states that a school board must conduct a review of its EDC policies prior to renewing their EDC bylaw.

**Policy decisions made by the Board play a key role in determining things like, areas to which the bylaw applies, the ability to have different charges for different types of housing developments or how much of the eventual charge is to be borne by residential or non-residential development.**



# EDC Policies

## Percentage Of Growth-Related Net Education Land Costs To Be Borne Through EDCs

Typically  
calculated to  
collect 100%  
of education  
land costs

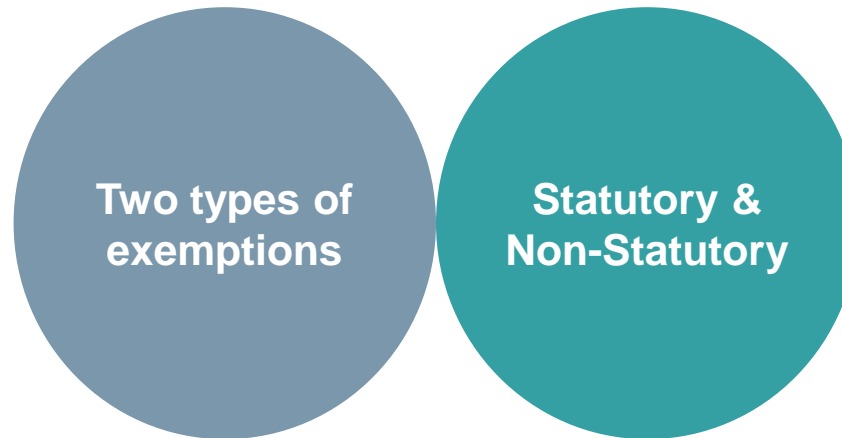
Exemptions  
can result in  
less than  
100% of  
collections

Many school boards with existing EDC bylaws collect less than 100% of net education land costs because they have granted some form of non-statutory exemptions through negotiations with development community interests or in response to positions by local governments or other interested stakeholders.



# EDC Policies

## Exemptions



Statutory exemptions are determined through legislation and the Board does not incur a loss in EDC revenue. However, a non-statutory exemption is a 'voluntary' exemption and the Board must absorb any associated loss of revenue/EDC funds.



# EDC Policies

## Jurisdiction Wide Or Area Specific Charges

**Boards can  
choose what  
areas they  
want the EDC  
to cover**

**Bylaws can be  
jurisdiction-  
wide or cover  
only certain  
areas**

The existing EDC bylaw is an area specific bylaw. It is also important to note that this Board has various EDC 'regions' because the Board's jurisdiction (for EDC purposes only) is regarded as 3 separate regions. Northumberland County (including the Municipality of Clarington and small portion of Quinte West), Peterborough County and the City of Kawartha Lakes are defined as separate regions and must have separate EDC bylaws.



# EDC Policies

## Percentage Of Net Education Land Costs To Be Borne By Residential And Non-Residential Development

**Boards can  
allocate up to  
40% of the  
EDC to non-  
residential  
development**

**The existing  
EDC bylaw is  
90%  
residential  
and 10% non-  
residential**

EDC bylaws around the Province vary from 0% non-residential to the mid-20% range for the non-residential charge. The average around the Province is approximately 10%.

The allocation of residential/non-residential splits does not necessarily affect cost recovery. Final allocations are usually discussed with stakeholders through the public consultation process.



# EDC Policies

## Uniform Charge For All Types Of Development Vs. Differentiated Charges

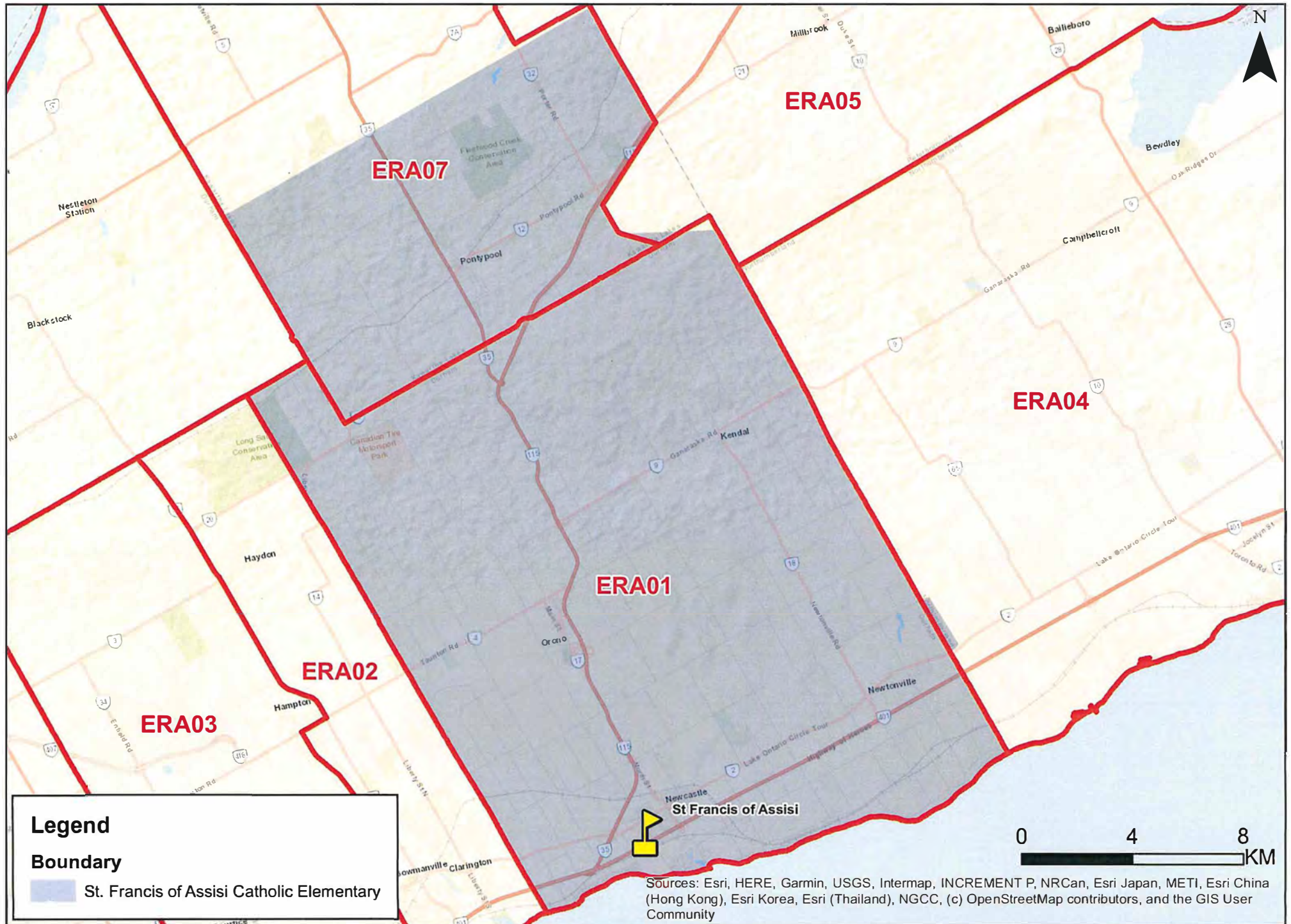
**Boards can  
have one rate  
for all types of  
development  
or can  
differentiate**

**There are  
currently no  
EDC bylaws  
with  
differentiated  
rates**

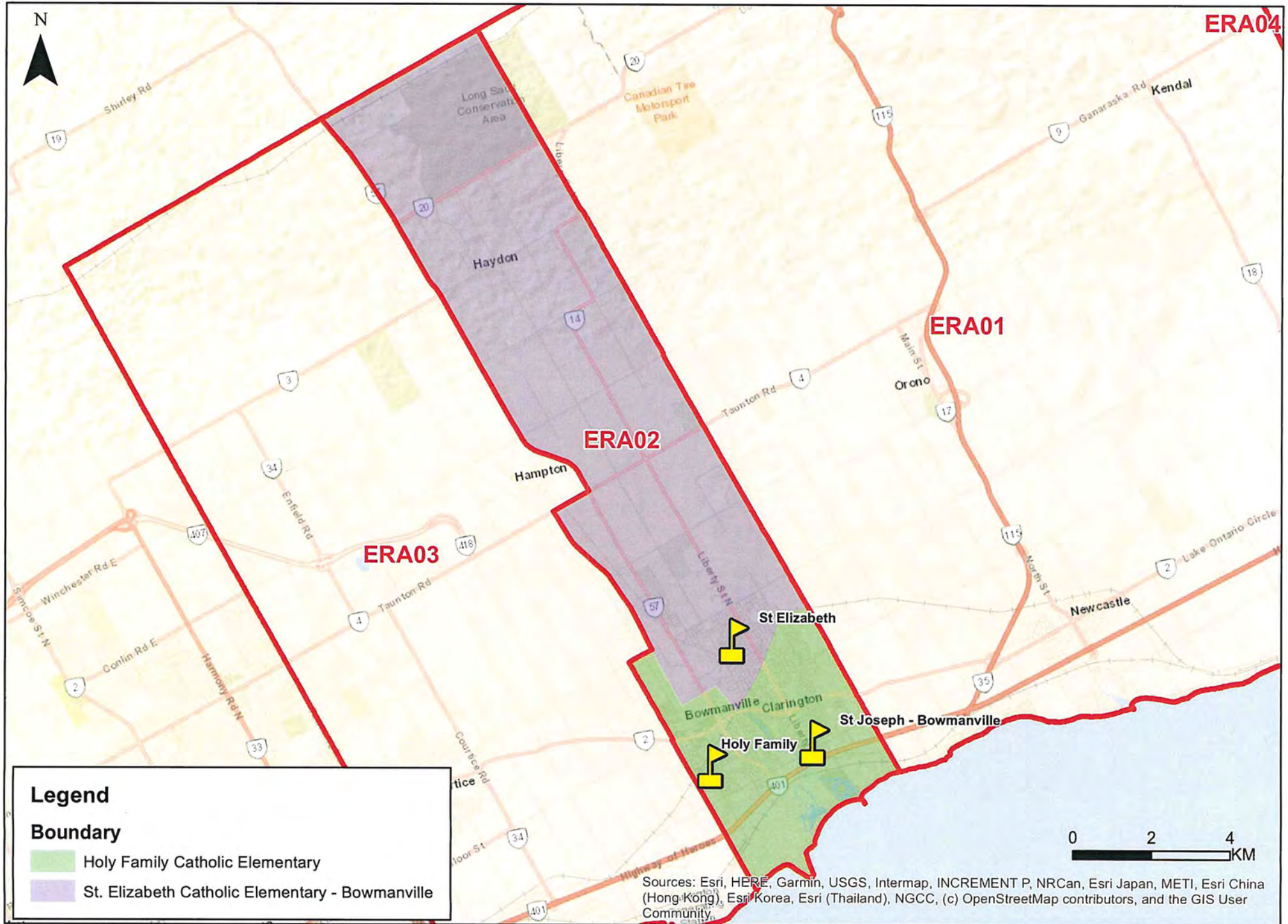
As is the case with residential/non-residential EDC rates, the determination of a uniform or differentiated rate does not necessarily impact EDC revenues.

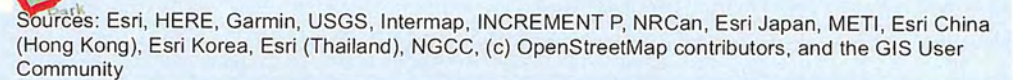
Input is sought from the public to help staff make recommendations to determine the ideal bylaw structure for the Board.

# PVNCCDSB ERA01



# PVNCCDSB ERA02







## EDC Process and Methodology

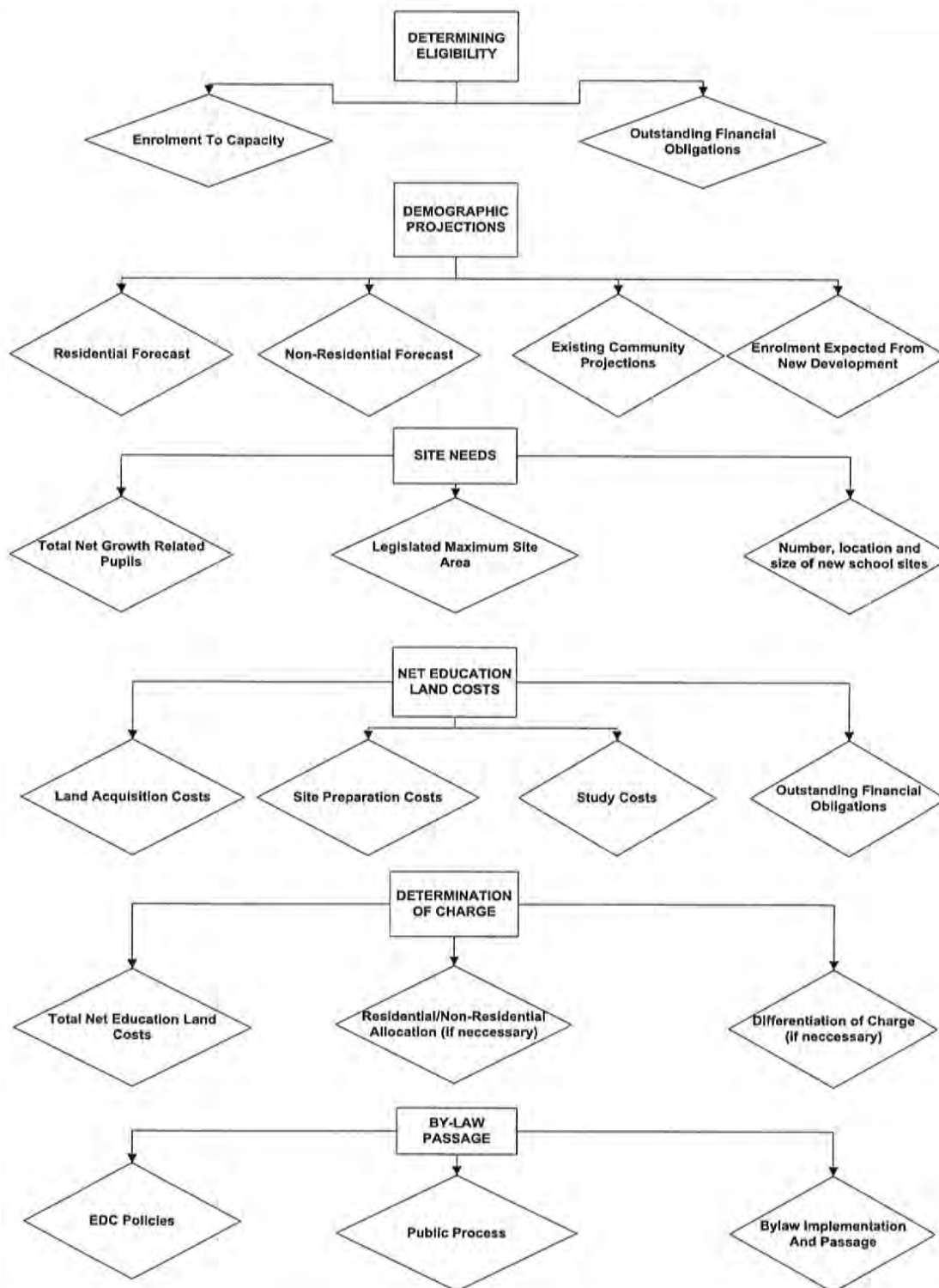
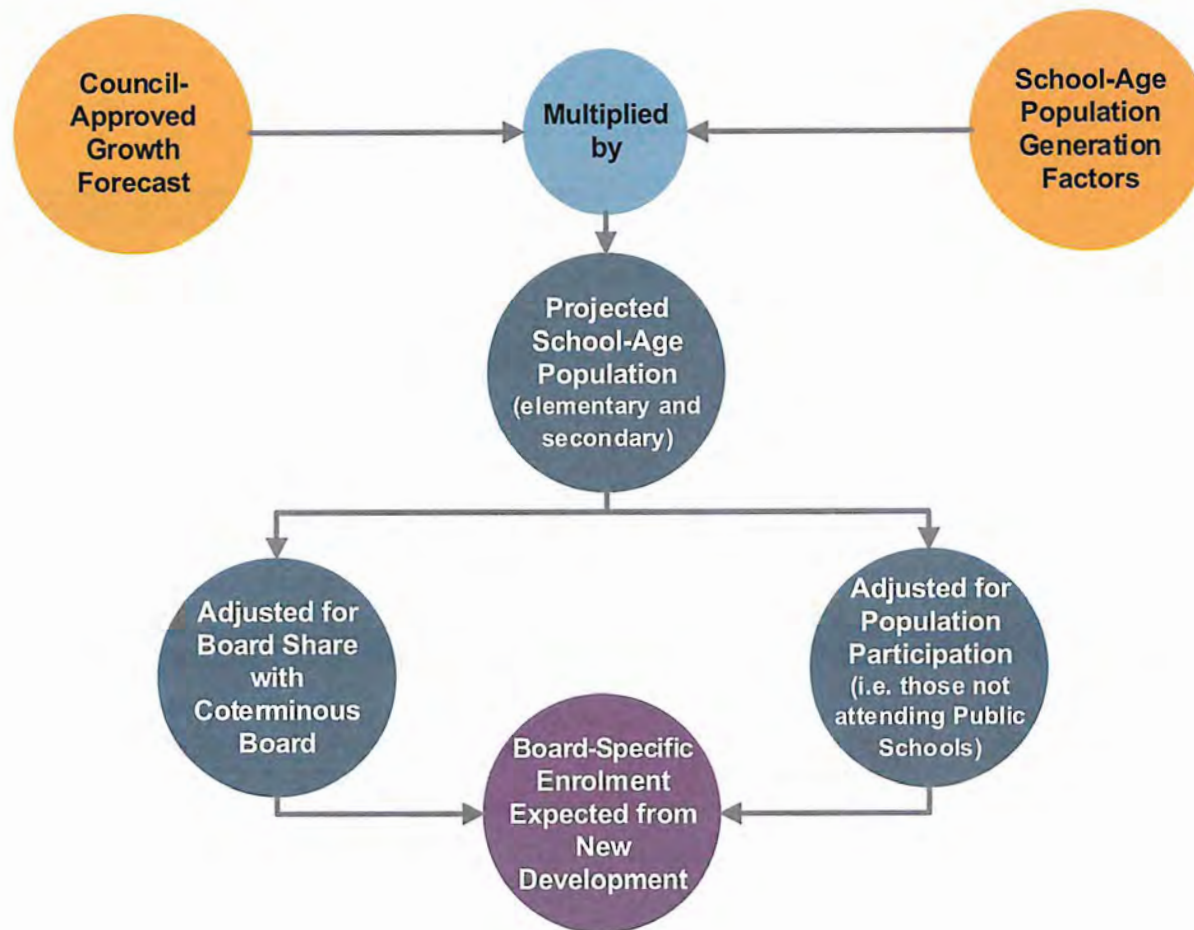




Figure 5: Enrolment Expected from New Development



**PVNCCDSB INTERIM FINANCIAL REPORT**  
**For the Period Ending August 31, 2020**

Page 21

	2018-19	2019-20		
			Actual to Revised	
	Actual	Budget (Estimates)	Forecast (Revised Est)	\$ Increase (Decrease)      % Increase (Decrease)
<b>Grant Revenue</b>				
Foundation Alloc. - Elementary	56,411,366	56,011,209	55,648,617	(362,592) -0.65%
School Foundation - Elementary	7,316,650	7,422,186	7,388,146	(34,040) -0.46%
Foundation Alloc. - Secondary	27,449,953	22,246,690	22,188,108	(58,582) -0.26%
School Foundation - Secondary	3,781,745	3,817,541	3,816,349	(1,192) -0.03%
School Foundation - Additional Table Amount	110,432	148,900	148,900	- 0.00%
Safe Schools	315,791	317,454	316,264	(1,190) -0.37%
Special Education Alloc.	24,696,233	24,364,624	24,318,721	(45,903) -0.19%
Less Sp Ed and SEA Funds Transferred to(from)Deferred Revenue	1,208,527	100,000	-	(100,000) -100.00%
Section 23	113,527	113,166	115,215	2,049 1.81%
Language Allocation	2,709,853	2,733,835	2,690,031	(43,804) -1.60%
Indigeneous Education Allocation	672,339	744,314	800,752	56,438 7.58%
Remote & Rural Allocation	523,004	537,919	557,425	19,506 3.63%
Rural and Northern Education Fund	308,457	364,767	364,767	- 0.00%
Learning Opportunity Alloc.	742,147	740,727	753,465	12,738 1.72%
Local Priorities Fund	1,739,065	-	-	- -
Estimate of Funding for Collective Agreement wage increase			287,928	287,928
OFIP Tutoring, SHSM, Outdoor Ed, Library	471,145	471,442	470,579	(863) -0.18%
Less: Learning Opportunity Alloc transferred to Deferred Revenue	1,267		124,000	124,000
Continuing Education, Adult, High Credit and Summer School	314,536	335,047	357,530	22,483 6.71%
Cost Adjustment and Teacher Qualification and Experience	14,317,627	13,737,052	13,126,657	(610,395) -4.44%
Attrition Funding		3,441,467	3,408,876	(32,591) -0.95%
Benefits Trust Funding	1,126,794	997,786	997,786	- 0.00%
ECE Qualification and Experience	1,093,861	974,328	1,004,883	30,555 3.14%
Earned Leave Savings Reduction	(47,947)	(95,896)	(95,896)	- 0.00%
New Teacher Induction Program	106,249	108,354	108,354	- 0.00%
Transportation Allocation	11,087,842	11,556,299	12,071,176	514,877 4.46%
Administration & Governance	5,018,451	4,960,753	4,948,657	(12,096) -0.24%
Program Leadership Allocation	883,314	902,112	902,112	- 0.00%
School Operations Allocation	15,094,580	15,126,447	15,039,173	(87,274) -0.58%
Community Use of Schools	208,671	209,037	209,037	- 0.00%
Capital Debt Support - Interest Portion	2,437,530	2,216,118	2,227,397	11,279 0.51%
Declining Enrolment		41,518	329,744	288,226 694.22%
Estimated Strike Savings reduction in Grants to end of February			(1,236,879)	(1,236,879)
<b>Total Operating Grants for Student Needs</b>	<b>180,213,009</b>	<b>174,645,196</b>	<b>173,387,874</b>	<b>(1,257,322) -0.72%</b>
<b>Other Revenue</b>	<b>3,172,272</b>	<b>2,297,889</b>	<b>2,422,465</b>	<b>124,576</b>
<b>Ministry Grants - Targeted Special Grant Funding</b>	<b>970,797</b>	<b>946,931</b>	<b>1,199,137</b>	<b>252,206</b>
<b>Ministry Grants - Remedy Funding</b>	<b>10,557</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Sub-Total Revenue and Grants</b>	<b>184,366,635</b>	<b>177,890,016</b>	<b>177,009,476</b>	<b>(880,540) -0.50%</b>
<b>Grants for Capital Purposes</b>				
School Renewal and Temporary Accommodation Funding	2,153,538	2,387,744	4,054,776	1,667,032
School Conditioning and Greenhouse Grant	4,124,704	2,407,524	2,159,000	(248,524)
<b>Total Grants for Capital Purposes</b>	<b>6,278,242</b>	<b>4,795,268</b>	<b>6,213,776</b>	<b>1,418,508</b>
<b>Total Revenue and Grants for Compliance Purposes</b>	<b>190,644,877</b>	<b>182,685,284</b>	<b>183,223,252</b>	<b>537,968 0.29%</b>

Operating Expenditures

For the six month period ending February 29, 2020 with comparatives for the six month period ending February 28, 2019

Overlay Category	COMPENSATION					
	YTD 2018-19 Exp	2018-19 Exp	Percentage	YTD 2019-20 Exp	Revised 2019-20 Budget	Percentage
51 CLASS TEACHERS	45,808,409	92,804,333	49.4%	44,865,618	90,256,164	49.7%
52 SUPPLY TEACH/EA/ECE	2,334,548	4,558,936	51.2%	2,801,016	4,665,916	60.0%
53 TEACHER ASSISTANTS	8,460,965	15,722,180	53.8%	8,542,589	15,184,508	56.3%
53 ECE	2,321,492	4,087,394	56.8%	2,349,796	4,085,780	57.5%
54 COMPUTERS						
55 TEXT/SUPPLIES						
56 PROF/PARA/TECH	1,891,569	3,748,075	50.5%	1,604,329	3,312,483	48.4%
57 LIBRARY/GUIDANCE	1,767,341	3,350,222	52.8%	1,562,155	3,025,510	51.6%
58 STAFF DEVELOP	229,950	381,572	60.3%	144,934	399,413	36.3%
59 COORD/CONSULT	1,539,212	3,155,840	48.8%	1,332,265	2,712,096	49.1%
61 PRINCIPALS/VPS	3,582,987	7,340,924	48.8%	3,682,931	7,263,197	50.7%
62 SCHOOL OFFICE	1,924,502	3,551,110	54.2%	1,934,384	3,467,969	55.8%
63 CONTINUING ED	11,159	193,237	5.8%	18,747	209,005	9.0%
64 TRUSTEES	42,355	81,761	51.8%	43,063	85,132	50.6%
65 DIRECTOR/SOS	467,769	896,090	52.2%	464,957	968,229	48.0%
66 BOARD ADMIN	1,481,220	2,999,284	49.4%	1,419,710	2,795,537	50.8%
67 DEPT HEADS	136,010	271,369	50.1%	134,355	268,946	50.0%
68 PUPIL TRANSP	179,715	324,404	55.4%	197,107	318,266	61.9%
70 SCH OPER/MTCE	4,265,610	8,717,873	48.9%	3,981,610	8,087,591	49.2%
71 SCH RENEWAL						
72 OTHER PUPIL ACCOM						
75 AMORTIZATION						
78 OTH NON OPERATING				-1,236,879	0	
80 PSAB FUTURE BENEFITS	-	2,330,936	0.0%	0	1,725,464	0%
Grand Total	76,444,811	154,515,538	49.5%	73,842,688	148,831,206	49.6%

YTD 2018-19 Exp	2018-19 Exp	Percentage	YTD 2019-20 Exp	Revised 2019-20 Budget	Percentage
30,634	62,377	49%	22,942	42,759	53.7%
-	-	-	-	-	-
668,609	1,518,575	44%	516,330	1,430,761	36.1%
2,216,979	4,248,022	52%	1,979,603	4,300,598	46.0%
147,657	290,134	51%	125,060	292,059	42.8%
12,569	14,928	84%	439	600	73.2%
154,138	298,667	52%	93,496	237,732	39.3%
63,134	138,070	46%	46,353	131,506	35.2%
24,527	56,669	43%	55,173	86,611	63.7%
324,979	559,184	58%	315,958	591,422	53.4%
1,040	11,063	9%	14,513	23,000	63.1%
17,387	37,960	46%	18,519	42,075	44.0%
45,773	75,963	60%	59,723	101,957	58.6%
597,845	1,186,318	50%	505,498	1,104,107	45.8%
-	-	-	-	-	-
5,656,407	11,686,989	48%	6,101,304	12,191,743	50.0%
3,445,267	6,974,567	49%	3,444,863	7,083,699	48.6%
2,635,398	6,491,851	41%	6,213,776	6,213,776	15%
1,226,451	2,406,821	51%	1,133,885	2,216,118	51%
-	155,639	0%	-	217,268	0%
11,135	11,135	100%	-	-	-
-	-	-	-	-	-
17,279,929	36,224,932	48%	15,391,980	36,307,791	42%

YTD 2018-19 Exp	2018-19 Expense	YTD 2019-20 Exp	Revised 2019-20 Budget	Special Grants YTD 2018-19 Exp	Special Grants YTD 2019-20 Exp	Total YTD Expenses 2018-19	Total YTD Expenses 2019-20
45,839,043	92,866,710	44,888,560	90,298,923	97	2,769	45,839,140	44,891,329
2,334,548	4,558,936	2,801,016	4,665,916	2,914	-	2,337,462	2,801,016
8,460,965	15,722,180	8,542,589	15,184,508		867	8,460,965	8,543,456
2,321,492	4,087,394	2,349,796	4,085,780			2,321,492	2,349,796
668,609	1,518,575	516,330	1,430,761	9,688	3,054	678,297	519,384
2,216,979	4,248,022	1,979,603	4,300,598	25,259	19,344	2,242,238	1,998,947
2,039,226	4,038,209	1,729,389	3,604,542	76,783	95,843	2,116,009	1,825,232
1,779,910	3,365,150	1,562,595	3,026,110			1,779,910	1,562,595
384,088	680,238	238,430	637,145	127,369	46,369	511,457	284,799
1,602,346	3,293,910	1,378,619	2,843,602	8,892	31,289	1,611,238	1,409,908
3,607,514	7,397,592	3,738,104	7,349,808	13,019	1,407	3,620,533	3,739,511
2,249,481	4,110,294	2,250,343	4,059,391	22,835		2,272,316	2,250,343
12,198	204,300	33,260	232,005	565	719	12,763	33,979
59,742	119,721	61,581.62	127,207			59,742	61,582
513,542	972,053	524,680	1,070,186			513,542	524,680
2,079,065	4,185,602	1,925,208	3,899,644	7,413	95,867	2,086,478	2,021,075
136,010	271,369	134,355	268,946			136,010	134,355
5,836,122	12,011,393	6,298,411	12,510,009			5,836,122	6,298,411
7,710,877	15,692,440	7,426,472	15,171,290	3,834		7,714,711	7,426,472
2,635,398	6,491,851	958,320	6,213,776			2,635,398	958,320
1,226,451	2,406,821	1,133,885	2,216,118			1,226,451	1,133,885
-	155,639	-	217,268			-	-
11,135	11,135	(1,236,879)	-			11,135	(1,236,879)
-	2,330,936	-	1,725,464			-	-
93,724,739	190,740,470	89,234,668	185,138,997	298,668	297,528	94,023,407	89,532,196

Notes

Compensation

Supply costs include Teachers, EA's and ECE - expect pressure on this budget amount

Other Non Operating - for 1920 YTD amount this represents the new savings due to the Strike which have been disclosed on a separate line so that Salaries and Benefits by Category are comparable to prior years

The Strike savings will be reported to the Ministry and the Board GSN funding will be reduced

Other

All school budgets are allocated to Text/Supplies Line - Actual spending is recorded based on type of expenditure incurred- result is that some expenditure lines may appear to over/under budget ie School Office, Computers and Supply Teacher salaries and benefits

Other Pupil Accom - represents the interest on the Provincial supported debt

Expenses are reported on a compliance basis (modified cash basis) - and include capital purchases which for PSAB Financial Statement purposes and Ministry filings are shown as capital assets and amortized