

**The Minutes of the Open Meeting of the Committee-of-the-Whole held on Tuesday,
April 11, 2023, at 6:35 p.m.**

Present

* = (via video conference)

Trustees:

Chair Martin, Trustee MacKenzie (Board Chairperson), Trustee Durst,
Trustee Ayotte, Trustee Glover, Trustee Tanguay, Trustee Leahy.

Administration:

Director Carragher, Superintendent Armstrong, Superintendent Heuchert,
Superintendent O'Sullivan, Superintendent Di Ianni, Superintendent Piggott,
Superintendent Selby.

Guests:

Ms. Irwin*, Ms. Sawula*, Ms. Moncana*, Ms. O'Connor*, Ms. Tremain*, Ms. Senior*,
Mr. Barry*.

Regrets:

Student Trustee Marie (Senior Student Trustee), Student Trustee Gaskell (Junior Student
Trustee).

Recorder:

Mrs. McLeod.

A. Call to Order:

Chair Martin called the Open session to order at 6:45 pm. She welcomed online guests and apologized for the slight delay.

1. Opening Prayer

Superintendent Di Ianni led the committee in opening prayer.

- 2. Superintendent Heuchert provided a territorial recognition, acknowledging that the Committee-of-the-Whole Meeting was taking place on the traditional territory of the Mississauga Anishnaabeg.**

3. Approval of Open Meeting Agenda.

Motion: Moved by Trustee Glover, seconded by Trustee MacKenzie that the Open Meeting Agenda be accepted.

Carried.

4. Declarations of Conflicts of Interest.

There were no conflicts of interest.

5. Approval of the Draft Minutes of the Committee-of-the-Whole – Open Meeting held on Monday, March 20, 2023.

Trustee Glover shared his thoughts on the recording of minutes, specifically the discussion that transpired around the Notice of Motion. Trustee Glover felt more comprehensive minutes should be recorded to capture specifics and the participation of Committee members. There was a brief discussion and input from committee members on the idea. Chair Martin advised a motion would need to be brought forward to change the type of minutes that were recorded at Committee of the Whole meetings.

Motion: Moved by Trustee Durst, seconded by Trustee Glover, that the Draft Minutes of the Committee-of-the-Whole – Open Meeting, held on Monday, March 20, 2023, be approved.

Carried.

6. Business Arising from the Minutes.

There was no business arising from the minutes.

B. Recommended Actions / Presentations:

1. St. Elizabeth Boundary and Program Review

Superintendent Heuchert provided the committee with an overview of findings from the St. Elizabeth Boundary and Program review. He discussed the two options being considered, reviewed the pros and cons, highlighted financial and logistical impact and reminded the committee of the community feedback that was received. Superintendent Heuchert provided the committee with the final recommendation of Option A; transferring the St. Elizabeth CES Grade 8 program to St. Stephen CSS beginning in the 2023-2024 school year. A few trustees posed questions around future growth of the St. Elizabeth school population and if various plans have been considered to address the likelihood of ongoing capacity issues. Superintendent Heuchert addressed the questions and assured the committee that further program changes could be considered if it was necessary in the future.

Motion: Moved by Trustee Glover, seconded by Trustee MacKenzie, that the Committee of the Whole recommend that the Board approve proceeding with transferring the St. Elizabeth CES Grade 8 program to St. Stephen CSS beginning in the 2023-2024 school year.

Carried

Superintendent Heuchert clarified to the online attendees that the motion will now be brought forward to the April 25, 2023 Board meeting for an official vote.

C. Information Items:

1. School Renewal Process and Timeline

Superintendent Heuchert presented to the committee an overview of the school renewal process and yearly timeline of activities which was a direct follow up to the Capital Project report deferred from the last meeting. Superintendent Heuchert highlighted the responsibilities of various departments of the Board including Facilities, Purchasing and Finance. The committee was also briefed on Ministry funding and the envelopes those funds must be spent on. It was explained that a detailed audit by the ministry is conducted at every school throughout Ontario on a cyclical basis, with the findings detailed in a prioritized Capital Projects list. Superintendent Heuchert discussed how the Board goes to tender on these projects to ensure the best value. Trustees asked detailed questions regarding the process speaking to specific PVNC schools as well as referencing items listed in the Capital Projects report, which Superintendent Heuchert responded to. Trustee Ayotte expressed his interest in being a representative on the Admin council to assist in the review and approval process of the capital projects. Chair Martin acknowledged that some Boards do have trustees involved on a committee to review renewal requests.

Motion: Moved by Trustee MacKenzie, seconded by Trustee Glover, that the Committee-of-the-Whole Meeting accept the report.

Carried

2. Interim Financial Report

Superintendent Heuchert reviewed the second quarter financial report which detailed revenues and expenditures with comparatives from the previous year. There was not a significant change in the Board's revenue which was reported last quarter. Superintendent Heuchert highlighted some of the revised budget estimates speaking to various GSN grants, some of which were deferred from the previous year. Although final expense and revenue figures will vary from the revised estimates, the Board is still projecting an operating deficit. There were several questions from the trustees around the variances of several revenue and expenditure line items of the report which Superintendent Heuchert answered.

Motion: Moved by Trustee Tanguay, seconded by Trustee Ayotte, that the Committee-of-the-Whole Meeting accept the report.

Carried

D. Old Business:

There was no old business.

E. New Business:

There was no new business.

F. Next Meeting:

Monday, May 8, 2023

6:30 p.m.

G. Conclusion:

1. Adjournment

Motion: Moved by Trustee Tanguay, seconded by Trustee Ayotte, that the Committee-of-the-Whole Meeting adjourn at 8:23 p.m.

Carried

2. Closing Prayer

Superintendent Di Ianni led the committee in closing prayer.

Mary Ann Martin
Committee Chairperson
/am

Sean Heuchert
Superintendent of Business and Finance