

KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

RESOURCE COMMITTEE MEETING MINUTES

Held November 7, 2019 at 7:00 p.m.
Roy H. Wilfong Boardroom, 1994 Fisher Drive, Peterborough, Ontario

Present: Trustees Angela Lloyd (Committee Chairperson), Cathy Abraham, Terry Brown, Cyndi Dickson and Rose Kitney.

Also Present: Trustees Diane Lloyd (Chairperson of the Board), Sarah Bobka (Vice-chairperson of the Board), Jaine Klassen Jeninga, Steve Russell and Shirley Patterson; J. Leclerc, C. Arnew, A. Duncan, S. Girardi, G. Ingram, P. Mangold, J. Nigro, G. Tompkins, J. Tompkins, A. Foster, and S. Foss.

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Committee Chairperson A. Lloyd called the meeting to order at 7:00 p.m. and recognized and acknowledged that the committee was meeting on the traditional territory of the Mississauga First Nations.

ADOPTION OF AGENDA

It was,

Moved by: Trustee Brown
Seconded by: Trustee Kitney

That the Agenda be adopted as printed.

CARRIED

It was,

Moved by: Trustee Klassen Jeninga
Seconded by: Trustee D. Lloyd

That the Committee move to In-camera Session (7:01 p.m.).

CARRIED

The Open Session of the meeting resumed (8:15 p.m.).

ADOPTION OF MINUTES

It was,

Moved by: Trustee Abraham
Seconded by: Trustee D. Lloyd

That the minutes of the Resource Committee meeting of October 9, 2019 be adopted as recorded.

CARRIED

The committee recessed at 8:15 p.m.

Trustee Patterson left the meeting at this time (8:15 p.m.).

The committee reconvened at 8:25 p.m. in Room 158 to address Information Item 7.1, Long Term Accommodation Plan 2020-2025.

INFORMATION ITEMS

Long Term Accommodation Plan 2020-2025

Superintendent Arnew shared a Power Point presentation with the committee, outlining the process for the Long Term Accommodation Plan (LTAP) 2020-2025, and highlighting the definition, district overview, administration's value statements and the LTAP critical path. Superintendent Arnew noted that each trustee had meetings with himself and the superintendent for their areas and that this was an opportunity to view enrolment projection data from all families of schools throughout the Board.

The room had been set up with large scale maps of each area of the Board, along with charts displaying projected enrolment data from each family of school in a particular area. Superintendents were available to answer questions and record comments from trustees, as trustees viewed the data presented and offered feedback and possible solutions for schools experiencing accommodation pressures.

It was,

Moved by: Trustee Abraham
Seconded by: Trustee Kitney

That the Resource Committee meeting be extended (9:01 p.m.).

CARRIED

Trustees continued to view the data presented for each family of school, feedback was recorded and administration responded to trustee questions of clarification.

The committee recessed at 9:10 p.m.

Trustees Bobka and Russell, Director Leclerc and Superintendents Duncan, Ingram, Nigro, G. Tompkins and J. Tompkins left the meeting at this time (9:10 p.m.).

The committee reconvened at 9:14 p.m. in the Roy H. Wilfong Boardroom to address the remaining agenda items.

It was,

Moved by: Trustee Abraham
Seconded by: Trustee Kitney

That the Long Term Accommodation Plan 2020-2025 Report, dated November 7, 2019, be received for information.

CARRIED

Proposed Grant of Easement to Peterborough Distribution Inc. – Highland Heights Public School

Superintendent Mangold reported that Peterborough Distribution Inc. contacted facilities services in September 2019 requesting an easement, 4m wide and 120m long, along the east side of the Highland Heights Public School Property, for the purpose of installing a concrete encased duct bank (underground) that would allow for more reliable and safer distribution of electricity, presently being served by overhead wires. It was noted that Peterborough Distribution Inc. would be responsible for site safety, restoration work, and legal fees.

It was,

Moved by: Trustee Klassen Jeninga
Seconded by: Trustee Kitney

That the Board authorize administration to enter into an easement with Peterborough Distribution Inc. as outlined in the Proposed Grant of Easement to Peterborough Distribution Inc. – Highland Heights Public School Report, dated November 7, 2019.

CARRIED

Superintendent Mangold left the meeting at this time (9:17 p.m.).

School Year Calendar 2020-2021

Superintendent Girardi shared a Power Point presentation with the committee, noting that next year's school calendar is unique as September 1 will fall on a Tuesday with Labour Day coming afterward, therefore it was important to offer several options for trustees and stakeholders to review. Kawartha Pine Ridge District School Board (KPR) has traditionally planned its school year calendar in consultation with the Peterborough Victoria Northumberland and Clarington Catholic District School Board (PVNC) to jointly support our school communities and facilitate shared transportation costs. KPR and PVNC will be presenting the same three options to stakeholders for feedback during the community consultation period which will run from Monday, November 18, 2019 until Monday, December 2, 2019.

Administration responded to trustee questions of clarification.

It was,

Moved by: Trustee Brown
Seconded by: Trustee D. Lloyd

That The School Year Calendar 2020-2021 Report, dated November 7, 2019, be received for information.

CARRIED

Consultant Services for Educational Development Charges By-Laws – Request for Proposal Update

Superintendent Arnew reported that Educational Development Charges (EDC or EDCs) are used to fund the acquisition of school sites, and site related costs to accommodate growth-related pupil places. Ameresco Canada Inc. was the most recent consultant to complete the renewal of the EDC by-law for the Municipality of Clarington for both KPR and the PVNC for 2015-2020, however, they no longer provide these consulting services. KPR has identified the need to prepare new EDC Background Studies and accompanying by-laws for the Municipality of Clarington. Currently the Board has an existing by-law in place for the Municipality of Clarington that will be expiring on July 1, 2020 and the new EDC by-law is intended to be passed by June 30, 2020. KPR does not have EDC by-laws in the following regions: City and County of Peterborough; Northumberland County; Quinte West (Murray Ward). Administration has decided to have the consultant determine eligibility to adopt an EDC by-law for these regions. Should a region qualify for eligibility, the consultant will be required to participate in the execution of the by-law and provide all necessary services. The RFP was issued on September 19, 2019 collaboratively with PVNC and proposals were submitted on October 22, 2019 and it was noted that although the request for proposal (RFP) does not meet Board approval thresholds, trustees will work with the consultant at future meetings. Proposals were received from two proponents: Quadrant Advisory Group Limited and Watson & Associates Economists Ltd, which were evaluated in stages. Stage I consisted of a review and evaluation of non-price rated criteria; Stage II consisted of a scoring of the submitted pricing of each proposal. Watson & Associates Economists Ltd. were the successful proponents with the highest score in the evaluation process. All costs will be split between KPR and PVNC. Upon awarding the contract, it is anticipated start-up meetings will initiate in November 2019. The implementation plan will follow with the by-law to be in place by June 30, 2020.

It was,

Moved by: Trustee Abraham
Seconded by: Trustee Brown

That the Consultant Services for Educational Development Charges By-Laws – Request for Proposal Update Report, dated November 7, 2019, be received for information.

CARRIED

2018-2019 Year-end Financial Variance Report

Superintendent Arnew distributed revised copies of Appendix A to the report.

April Foster, Senior Manager, Financial Systems, Reporting and Payroll Services, reviewed the report which is based on September 1, 2018 to August 31, 2019 financial activity, as well as school enrolments as at October 31, 2018 and March 31, 2019. The year-end consolidated operating and capital surplus of \$1.101 million compares to a budgeted surplus of \$2.167 million, for an unfavourable variance of \$1.066 million. The

year-end consolidated compliance deficit of \$3.746 million compares to a budgeted compliance deficit of \$0.890 million, for an unfavourable variance of \$2.857 million.

Administration responded to trustee questions of clarification.

It was,

Moved by: Trustee Kitney
Seconded by: Trustee Abraham

That the 2018-2019 Year-end Financial Variance Report be received for information.

CARRIED

DECISION ITEMS

2018-2019 Accumulated Surplus/Deficit and Deferred Revenue Report

Superintendent Arnew distributed revised copies of the report.

A. Foster summarized the description of various Reserves, as well as the recommended allocation of funds to and from Reserves for 2018-2019, in accordance with allowable use. The Public Sector Accounting Board (PSAB) standard requires that Internally Restricted Reserves are to be included in the Board's Accumulated Surplus. For Ministry and external reporting, the annual Surplus cannot be increased or decreased by moving amounts to or from Reserve funds.

The PSAB and Ministry reporting requirements mandate boards to set aside certain unspent grant allocations until they are spent on their intended purpose. These externally restricted amounts are reported as Deferred Revenue.

The Draft Financial Statements for Year Ended August 31, 2019 will be presented to the Audit Committee on November 11, 2019.

Administration responded to trustee questions of clarification.

It was,

Moved by: Trustee D. Lloyd
Seconded by: Trustee Kitney

That Accumulated Surplus transfers be approved, as detailed in the 2018-2019 Accumulated Surplus/Deficit and Deferred Revenue Report, dated November 7, 2019.

CARRIED

ADJOURNMENT

It was,

Moved by: Trustee Abraham
Seconded by: Trustee Kitney

That the Resource Committee meeting be adjourned at 9:56 p.m.

CARRIED

Angela Lloyd
Committee Chairperson
November 7, 2019