

YORK CATHOLIC DISTRICT SCHOOL BOARD

AGENDA
CORPORATE SERVICES COMMITTEE

Regular Session
February 6, 2024
6:30 p.m. – 8:00 p.m.

Watch the Corporate Services Meeting STREAM
event on our YCDSB TV Channel:

<http://bit.ly/YCDSB-TV>

*We are gathered on the ancestral lands and waters of all Indigenous Peoples, who have left their footprints on Mother Earth before us.
We respectfully acknowledge those who have walked on it, those who walk on it now, and future generations who have yet to walk upon it.
We pray to the Creator for strength and wisdom that all may continue to serve as stewards of the Earth.*

		<u>Page #</u>
1. OPENING PRAYER		
2. LAND ACKNOWLEDGEMENT	C. McNeil	
3. ROLL CALL	C. McNeil	
4. APPROVAL OF NEW MATERIAL	Trustee Cotton	
5. APPROVAL OF THE AGENDA	Trustee Cotton	
6. DECLARATION OF CONFLICT OF INTEREST	Trustee Cotton	
7. APPROVAL OF THE PREVIOUS MINUTES – December 5, 2023	Trustee Cotton	2-5
8. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING: Nil		
9. OUTSIDE PRESENTATION(S): Nil		
10. STAFF PRESENTATION(S):		
11. ACTION ITEM(S):		
a) Secondary School Site Designation - Nobleton	T. Pechkovsky/ A. McDonald	6-10
b) YCDSB Active School Travel Strategy	T. Pechkovsky/ J. Tsui	11-28
1. DISCUSSION ITEM(S): Nil		
2. INFORMATION ITEM(S):		
a) Educational Development Charges (EDC) Update	T. Pechkovsky/ A. McDonald	29-30
b) Purchasing Bid Activity Report	C. McNeil	31-39
c) OSBIE Insurance Report: Property Claims	C. McNeil	40-41
3. NOTICE(S) OF MOTION: Nil		
4. FUTURE ITEM(S): Nil		
5. ADJOURNMENT		

Creator God,
As we journey through this world,
give us the grace to allow your Holy Spirit to work through us.
Help us to speak, think and work with honesty, and compassion,
to celebrate all that is life-giving,
to restore hope where It has been lost,
and to bring about change where it is needed.
We ask this in the name of Jesus Christ, our companion.

Amen

York Catholic District School Board
MINUTES
CORPORATE SERVICES COMMITTEE
(Public Session)

The meeting of the regular session of the Corporate Services Committee was held in the Boardroom at 320 Bloomington Road West and via Google Meet, on Tuesday, December 5, 2023, commencing at 6:30 p.m.

PRESENT:

Committee Members: F. Alexander, C. Cotton, E. Crowe, J. DiMeo, A. Grella, M. Iafrate, A. Saggese, J. Wigston*

Administration: D. Scuglia, C. McNeil, T. Pechkovsky, J. Tsui, K. Elgharbawy, T. Steenhoek, K. Scanlon, I. Faraone, C. Recine, B. Pageau, S. Morrow, J. Chiutsi, A. Arcadi*, R. Antunes*, S. Wright*, T. Laliberte*

Approved Absence: T. McNicol

Absent with Notice: M. Barbieri, Student Trustees J. James, A. Zamanifar, M. Galstyan

Recording: K. Errett

Presiding: C. Cotton, Committee Chair

[*Denotes attendance via Google Meets]

1. CALL TO ORDER AND PRAYER

C. McNeil, Chief Financial Officer and Treasurer of the Board, called the meeting to order at 6:32 p.m., led the Committee in the Opening Prayer. C. McNeil recited the York Catholic District School Board Land Acknowledgement and provided Roll Call.

2. ELECTION OF CHAIR

Trustee Cotton was acclaimed Corporate Services Committee Chair for 2024 on nomination by Trustee Iafrate.

3. ELECTION OF VICE-CHAIR

Trustee DiMeo was acclaimed Corporate Services Committee Vice-Chair for 2024, on nomination by Trustee Alexander.

REGULAR MEETING: Presiding, Trustee Cotton, Committee Chair

4. APPROVAL OF NEW MATERIAL:

Motion: DiMeo/Iafrate

THAT the new material providing the Revised Terms of Reference for 2024, which contained a reference to Information Technology Department in Section 2) *Expected Outcome of the Committee's Work*, be approved.

— MOTION CARRIED —

5. APPROVAL OF THE TERMS OF REFERENCE

Motion: Saggese/Wigston

THAT the Revised Terms of Reference for 2024 be approved as presented.

— MOTION CARRIED —

6. APPROVAL OF THE AGENDA

Motion: Iafrate/Saggese

THAT the Agenda be approved as presented.

— MOTION CARRIED —

7. DECLARATION OF CONFLICT OF INTEREST: Nil**8. APPROVAL OF THE MINUTES**

Motion: Iafrate/DiMeo

THAT the Minutes of the October 24, 2023 Corporate Services Committee meeting be approved as presented.

— MOTION CARRIED —

9. FUTURE MEETING DATES

The next meeting of the Corporate Services Committee is scheduled for February 6, 2024.

10. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING: Nil**11. OUTSIDE PRESENTATION(S): Nil****12. STAFF PRESENTATIONS:****a) Capital and Asset Renewal Project Update**

K. Elgharbawy, Superintendent of Facilities Services and Plant, presented the *Capital Projects Update and Future Planning – 2022-2023 Review and 2023-2024 Forecast*. The presentation provided an update on the Capital Plan Development Process, Priority Areas and Focus, 2022-2023 Capital Projects Update, 2023-2024 Capital Plan, CVRIS Projects Update, Capital Plan Historical Spend and Forecast. It was highlighted that, as part of the 2022-23 Capital Projects Plan, 135 projects valued at \$28 million were substantially completed, which was a great achievement of the team.

The update featured highlights of several key projects, notably, the CEC electric vehicle charging stations project which was a proactive first step related to the requirement for boards to convert 20% of its maintenance and courier vehicle fleet to electric by 2025-26, 50% by 2030 and 100% by 2035.

13. ACTION ITEM(S):**a) 2023-24 Revised Estimates**

C. McNeil, Chief Financial Officer and Treasurer of the Board, presented the *2023-24 Revised Estimates* as part of the Ministry's annual financial reporting cycle. Following the Board of Trustee approval of the 2023-24 Operating Budget on June 29, 2023 which was based on projected enrolment, revenue and expenditure assumptions, the Revised Estimates takes into account the impact of actual enrolment (as at October 31), other changes in financial circumstance, and urgent new budget requests, as were included in the presentation. An increase to the budget of \$1 million was reflective of increased GSN funding due mainly to increased enrolment, interest revenue and rent offset by increased salaries and benefits, other operating expenses and two budget requests (see recommendations below). The Compliance In-Year Position (deficit) increased from \$11.9 million in the Estimates to \$12.9 million.

An International Education program budget request was included in the 2023-24 Revised Estimates based on validation of the Program's three-year financial plan which projects an increased revenue from \$0.8 to \$1.5 million due to increased enrolment from 230 students to 400.

Recommendation:

Iafrate/Crowe

Budget Request 1 – International Education

THAT the Board approve the International Education budget request in this report for the 2023-24 budget year.

— MOTION CARRIED —

Chief Information Officer, S. Morrow, provided the budget request to modernize the Board's IT back-up system, citing the rationale of cyber attacks, phishing, and insurance benefits which are weakly defended by the current aged system.

Recommendation:

Wigston/Saggese

Budget Request 2 – Information Systems - Secure Back-up Solution

THAT the Board approve the Information Systems budget request in this report for the 2023-24 budget year.

— MOTION CARRIED —

Recommendations:

Crowe/Saggese

2023-24 Revised Estimates

1. Revenue Revised Estimates for 2023-24

THAT the Board, *subject to Minister's approval*, approve the submission of the Revenue Financial Revised Estimates to the Ministry of Education for the fiscal year September 1, 2023 to August 31, 2024, in the total amount of \$669,570,579 (based on Operating \$620,236,789 and Non-Operating \$49,333,790) as presented in this budget presentation.

2. Salaries and Benefits Revised Estimates for 2023-24

THAT the Board, *subject to Minister's approval*, approve the submission of the Salary and Benefits Expenditures Revised Estimates to the Ministry of Education for the fiscal year September 1, 2023 to August 31, 2024, in the total amount of \$563,414,817 (Salaries \$480,634,681 and Benefits \$82,780,136) as presented in this budget presentation.

3. Other Expenses Revised Estimates for 2023-24

THAT the Board, *subject to Minister's approval*, approve the submission of the Support Cost Expenditures Revised Estimates to the Ministry of Education for the fiscal year September 1, 2023 to August 31, 2024, in the total amount of \$119,090,964 (based on \$67,745,319 Operating expenditures, \$2,011,855 of PPF and Other Grants/Programs expenditures and \$49,333,790 of Non-Operating expenditures) as presented in this budget presentation.

4. In-Year Budget for 2023-24

THAT the Board, *subject to Minister's approval*, approve the submission of the \$12,935,202 *non-compliant deficit* to the Ministry of Education for the fiscal year September 1, 2023 to August 31, 2024 as presented in the budget presentation.

14. SUB-COMMITTEE REPORTS: Nil

15. DISCUSSION ITEM(S): Nil

16. INFORMATION ITEMS:

a) Community Planning and Partnerships – Update on Municipal Interest in Artificial Turf Field and Dome Partnerships

T. Pechkovsky, Coordinating Manager of Planning and Operations, provided a report to update the Committee on the activity related to the Board's Community Planning and Partnership Policy 704, specifically regarding artificial turf fields and domes partnerships with four of York Region's municipalities (i.e., Aurora, Markham, Richmond Hill and Vaughan). Following the municipalities' analysis, their responses will determine the next steps. Further updates will be provided as it becomes available.

b) Capital and Asset Renewal Projects Update

K. Elgharbawy, Superintendent of Planning and Accommodations, provided a report to outline the status of the capital and asset renewal projects for 2022-23, proposed capital plan for 2023-24, and developments under the COVID-19 Resilience Infrastructure Stream (CVRIS). 158 projects valued at \$28 million were included in the 2022-23 Capital Plan, of which 135 have been completed. It was noted that the 2023-24 Capital Plan is including 145 various projects.

The CVRIS funding allocated supported 138 health and safety-related projects of which two outstanding projects will be completed in fall/winter 2023, are outstanding.

c) 2021-22 Year-End Reports**i) General School Budgets**

C. McNeil, CFO and Treasurer of the Board, responded to questions regarding the General School Budget (GSB) Year-End Status report which reflects the actual GSB amount spent during the year and the amount of GSB carry-forward available for spending in 2023-24. The report provided the total budget balances as at August 31, 2023 less 2022-23 purchase orders issued prior to year-end and Appendix A provided the information on a school-by-school basis.

ii) School Generated Funds

C. McNeil, CFO and Treasurer of the Board, responded to questions regarding the School Generated Funds (SGF) report which provided a summarized year-end status of 2022-23 School Generated Funds (SGF) which includes Catholic School Council funds. Appendix A provided the SGF on a school-by-school basis.

iii) Annual Investment Report

The Annual Investment Report for the year-ending August 31, 2023 reflects generated interest revenue of \$2,589,000 for 2022-23.

iv) Capital Program and Projects

The Capital Program and Projects Report was included in the agenda to provide year-end information for the 2021-22 fiscal year.

It was suggested that the gym floor condition be inspected for wear or other unsafe conditions at the time of gym mats inspection.

d) Purchasing Bid Activity Report

C. McNeil, Chief Financial Officer and Treasurer of the Board, provided the Bid Management System Procurement Activity Report for October 18 to November 28, 2023. There was one exception reported for this period.

e) OSBIE Insurance Report: Property Claims

C. McNeil, Chief Financial Officer and Treasurer of the Board, provided an Insurance Report update and made note of one outstanding property claim at Sacred Heart CHS.

17. NOTICE(S) OF MOTION: Nil

18. FUTURE ITEM(S): Nil

Adjournment: 8:26 P.M.

On Motion: Iafrate/DiMeo and CARRIED

YORK CATHOLIC DISTRICT SCHOOL BOARD

REPORT TO: Corporate Services Committee

FROM: Administration

DATE: February 6, 2024

RE: Secondary School Site Designation – Nobleton

EXECUTIVE SUMMARY

The intent of this report is to seek direction from the Board to designate a secondary school site within a Draft Plan of Subdivision Application in southwest Nobleton in King Township.

In accordance with prior Trustee direction, Administration has been actively seeking opportunities for a secondary school site to serve the western part of York Region.

Administration recommends the designation of a secondary school site in Draft Plan of Subdivision Application 19T-22K01 (Part Lot 4, Concession 8; 12805 Highway 27), in the community of Nobleton.

BACKGROUND

As previously reported to the Board, King Township has circulated a draft plan of subdivision 19T-22K01 for review and comment. Administration has met with Township staff, who are receptive to a school site in this location.

The proposed subdivision is located south of King Road on the east side of Highway 27 within Nobleton's Urban Area. A second circulation for this development proposal was received by Administration on December 4, 2023 and is revised to include a 12 acre (4.85 ha) secondary school site in the southern portion of the proposed Draft Plan of Subdivision application as requested by staff.

Given the Board's request for a secondary site in the Kleinburg area, the Nobleton plan represents an alternative location for Trustees to consider.

UNIT SUMMARY

The table below summaries unit estimates available for the subject lands.

Area	Single Detached	Townhouse	Apartment	Total
Nobleton proposed Draft Plan of Subdivision 19T-22K01	429	0	0	429

PUPIL YIELD

The pupil yield for this proposed Draft Plan of Subdivision application identifies a potential enrolment of 124 elementary students and 31 secondary students at full build out.

TIMING

King Township Planning staff have advised that the proposed Draft Plan of Subdivision application may proceed to Council for approval as early as Q3 of 2024. If approved, required upgrades to Nobleton's water and wastewater infrastructure may impact the timing of the build out of this subdivision development, with a planned implementation timeframe of 2032-2040 (York Region 2022 Water and Wastewater Master Plan).

ACCOMMODATION

Elementary

Elementary students within Nobleton are currently served by St. Mary CES. As of October 31, 2023, the school was operating at 121% utilization.

Secondary

Secondary students within Nobleton are currently served by Cardinal Carter CHS in the Town of Aurora. As of October 31, 2023 the school was operating at 100% utilization.

ANALYSIS

Elementary

The estimated total elementary yield from the proposed Draft Plan of Subdivision application is 124 elementary students at full buildout of the subdivision. Enrolment at St. Mary CES is projected to gradually decline over the next 10-years, and as such, would accommodate elementary students generated from this development proposal.

The need for an elementary school site has not been identified.

Secondary

The estimated total secondary yield from the proposed Draft Plan of Subdivision application is 31 secondary students at full build out of the plan.

In isolation, future secondary school students from this development proposal could be accommodated at Cardinal Carter CHS, however a need for a secondary school site to serve the broader northwest part of York Region has been identified by the Board. Given the opposition from the developer and the City of Vaughan regarding the Board's designation of a secondary school site on the Block 55 NW lands (Copper Creek), the Nobleton site may serve as an alternative location for a secondary school site.

The general location of the Draft Plan of Subdivision application along the Hwy 27 corridor is well suited for a secondary school site as required by the Board. Both King Township and the landowner are receptive to a secondary school site in this location as shown in the Draft Plan of Subdivision application.

Though the site size as currently shown on the draft plan (12 acres) is less than the Board's requirement 15 acres for a secondary school, Administration will pursue opportunities for a larger site (possibly a revision to the plan of subdivision or future development lands to the south).

SUMMARY

A second circulation of a Draft Plan of Subdivision application in Nobleton has been circulated to Administration showing a secondary school site in the southern portion of the site.

RECOMMENDATION

THAT the Board designate a secondary school site in Draft Plan of Subdivision application 19T-22K01 (Part Lot 4, Concession 8; 12805 Highway 27) in the community of Nobleton.

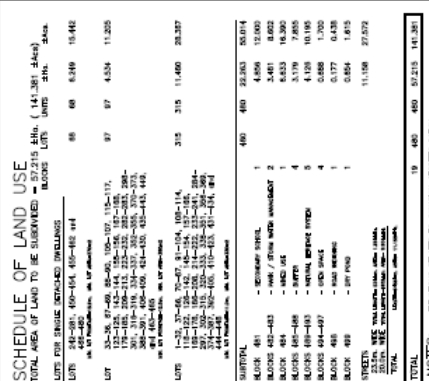
APPENDICES

Map 1 – [Draft Plan of Subdivision Application 19T-22K01](#)

Map 2 - [Secondary School Sites in Western York Region](#)

Prepared By:	Karyn McAlpine-Tran, Senior Planner
Submitted By:	Tom Pechkovsky, Coordinating Manager of Planning & Operations
Endorsed By:	Domenic Scuglia, Director of Education and Secretary of the Board Jennifer Sarna, Associate Director

SCALE 1:2000



OWNER'S CERTIFICATE

© 1995 PREBRICK SYSTEM CORP.

PETERSON HILL
 1881 LANSING ROAD
 UNIT 1, WILLOW OAK, ONTARIO
 L4K 0T3

NICHOLAS FIELD
 PRESIDENT

SURVEYOR'S CERTIFICATE

10/10/2019 10:10

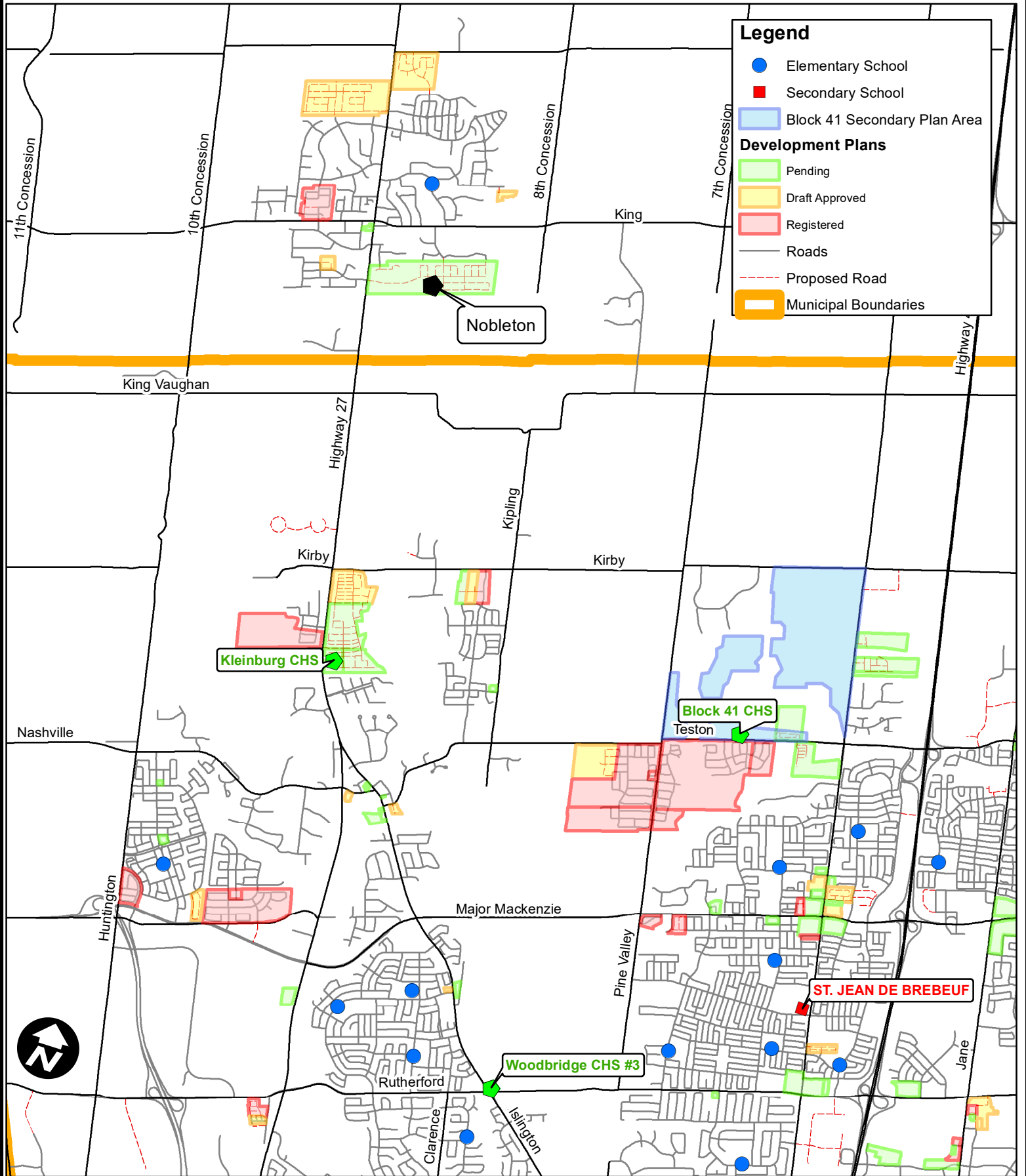
(SLS, SLP)


PROJECT No. P-3154
SCALE 1:2000
NOV 16, 2023
 (3154)E19331 X487; (3154)MKT & (3154)TOP191
KLW DWG. No. - 23:8
 80 JARCH-0191-UNIT 18, CONCORD, OREGON 97130
PLANNING PARTNERS INC.
 10000 NE JARCH-0191-UNIT 18, CONCORD, OREGON 97130
Planning • Design • Development



Secondary School Sites in Western York Region

Map 2



YORK CATHOLIC DISTRICT SCHOOL BOARD

REPORT TO: Corporate Services Committee
FROM: Administration
DATE: February 6, 2024
RE: YCDSB Active School Travel Strategy

EXECUTIVE SUMMARY

The intent of this report is to provide background and to seek Board approval of the York Catholic District School Board Active School Travel Strategy for elementary schools.

BACKGROUND

Active School Travel

Active School Travel (AST) is a term used to describe modes of travel which include walking, wheeling, and rolling (cycling, rollerblading, skateboarding, scootering, and wheelchair use) to/from school and/or to/from bus stops for students eligible for the school bus. It is generally viewed as a more environmentally sustainable mode of travel. Active School Travel has many proven benefits including:

- Improves physical and mental health
- Increases academic performance by preparing students to learn
- Improve air quality (reduce pollution)
- Improving safety by reducing traffic volume and congestion on site and in the community
- Promotes social development
- Builds lifelong habits of active and independent mobility

How did we get here and why are we doing this?

Over the last fifteen years or so, the York Catholic District School Board (the Board) has been active with AST. Initially, the Board primarily focused on school site physical enhancements and education. Over time, the Board focused its approach to education and encouragement.

Over the last number of years some municipalities have placed increased emphasis on the safety of all road users, including interest in AST initiatives. Municipalities have been investing in AST and engaging the Board to partner on Active School Travel pilot programs as well as requesting

feedback from Board staff on numerous municipal transportation plans and studies. From some of these pilots, as a result of enhanced communication, education and encouragement there has been an increase in the number of students actively traveling to and from school. Active school travel is a shared responsibility, it requires collaboration between the school (admins, staff, and parents), community (residential neighbourhood), local municipality, York Region and the Board both at the ground level and at the top (policy, guidelines, plans and procedures) in order to see positive progress. Recognizing the demands, Administration developed a new Strategy to address AST moving forward.

Currently, there is a wide range of involvement at individual elementary schools from across the Board, from participating in AST pilots with municipalities to sharing Board AST communications to no involvement with AST.

The AST Strategy was developed to clearly communicate the priorities and the extent the Board is able to participate with municipalities. It also helps to set a consistent standard approach across the Board on AST. The AST Strategy is also aligned well with the Board's Mission and Vision and commitment to student achievement and well-being and safety. Administration consulted with municipal staff, internal staff and York Catholic Parent Involvement Committee (YCPIC).

PURPOSE

The purpose of the AST Strategy is to address demands in the community and identify the Board's commitment to AST by setting consistent Board-wide system expectations for elementary schools with respect to communication and tools available to encourage AST.

The guiding principles of the Active School Travel strategy are:

1. Health and well-being
2. Environmental and air quality protection
3. Effective and efficient use of resources
4. Education about AST
5. Community engagement

The goals of an active school travel strategy are:

1. To further contribute to enhancing student health and well-being
2. To increase the number of students and families journeying actively to school
3. To provide an active school travel toolbox for schools that can be easily and effectively applied
4. To educate and promote active school travel through an effective communication strategy
5. To improve the consistency and set minimum baseline communication regarding active school travel programming for all elementary schools in the Board
6. Provide greater opportunities for students and families to learn and be involved in AST

7. To advocate for the importance and role of municipalities and other stakeholders to provide AST infrastructure, incentives to residents and programming

The Strategy is intended for:

- All YCDSB elementary schools, including schools with predominantly bussed students as it applies to students who qualify for busing to walk/wheel to/from the bus stop
- School administrators and parent councils
- External stakeholders

How to achieve the Goals?

The AST Strategy provides a framework of expectations for all elementary schools to help achieve the goals.

Central Board staff are expected to:

1. Develop toolbox template communication for schools
2. Seek out and secure funding for AST projects within YCDSB schools
3. Coordinate the Board's and specific school's involvement in municipal AST pilots and programs
4. Represent the school board in the development of various municipal AST related plans, strategies, committees, etc.
5. Add bike racks and scooter racks as part of regularly scheduled grounds projects

Schools are expected to:

1. Identify a volunteer AST Lead/champion as a member of the Catholic School Council or school staff. This position would work with the school Principal, Board staff, municipal staff and other stakeholders to assist, coordinate and revise template materials (developed by Board staff) to their school community regarding AST related education and communication
2. Assist in coordinating presentations and assemblies from stakeholders (e.g. municipalities) to reinforce AST initiatives, traffic safety or other relevant topics.

Implementation

Should the Board approve the AST Strategy, it is anticipated that implementation will begin in September 2024. Administration will create and prepare toolbox template materials (e.g. monthly communication materials) and communicate with school administrators and parent councils in spring 2024. Implementation of the AST Strategy will be made within existing budgets at no net new additional cost to the Board. All work, such as any improvements (e.g. new bike or scooter racks), will be made as part of the normal grounds renewal process and development of the templates/communications materials will be developed by existing staff.

SUMMARY

YCDSB has been active with Active School Travel (AST) for over 15 years. Administration created an Active School Travel Strategy to confirm the Board's commitment to AST and to provide a framework for schools and other stakeholders to reference as we continue to work with others to promote AST initiatives within our communities.

RECOMMENDATION

THAT the Board endorse the York Catholic District School Board Active School Travel Strategy in Appendix A.

ATTACHMENTS

Appendix A: [York Catholic District School Board Active School Travel Strategy](#)

Prepared by:	Joachim Tsui, Manager, Community Planning and Partnerships
Submitted by:	Tom Pechkovsky, Coordinating Manager, Planning & Operations
Endorsed By:	Domenic Scuglia, Director of Education Jennifer Sarna, Associate Director



Corporate Services Committee

Tuesday February 6, 2024





Agenda/Outline

- What is Active School Travel?
- Context of AST in YCDSB
- Purpose of Strategy
- Who is the Strategy for?
- Guiding Principles and Goals
- Strategy Framework
- Implementation
- Next Steps
- Questions/Comments



What is Active School Travel?

- Active School Travel (AST) includes walking, wheeling, and rolling (cycling, rollerblading, skateboarding, scootering, and wheelchair use) to/from school. It also includes walking to/from bus stops for students eligible for the school bus.
- Active School Travel has many proven benefits including:
 - Improves physical and mental health
 - Increases academic performance by preparing students to learn
 - Improve air quality (reduce pollution)
 - Improving safety by reducing traffic volume and congestion on site and in the community
 - Promotes social development
 - Builds lifelong habits of active and independent mobility



Context of AST in YCDSB

- YCDSB has been active with Active School Travel (AST) for over 15 years from engineering enhancements and site designs to improve safety, congestion and site circulation to education and encouragement
- AST is needed to continue to help address issues and demands from the community
- Increasing emphasis from Municipalities on safety of all road users as a result of needs and issues in communities and for YCDSB to participate in municipal AST pilots, plans, etc.
- Currently, there is a wide range of AST related measures at different schools across the Board
- Recognizing the demands and needs coupled with less resources, a new Strategy was created to address AST



Purpose of Strategy

- To address demands and identify the Board's commitment to AST
- To set consistent system expectation for elementary schools with respect to communication and tools available to encourage AST



Who is the Strategy for?

- All YCDSB elementary schools
 - Including schools with predominantly bussed students as it applies to students who qualify for bussing to walk/roll to/from the bus stop
- School administrators and parent councils
- For stakeholders (e.g. municipalities) to understand YCDSB's commitment to AST



Guiding Principles

1. Health and well-being
2. Environmental and air quality protection
3. Effective and efficient use of resources
4. Education about AST
5. Community engagement



Goals

1. To further contribute to enhancing student health and well-being
2. To increase the number of students and families journeying actively to school (including walking/rolling to or from bus stops)
3. To provide an active school travel toolbox for schools that can be easily and effectively applied
4. To educate and promote active school travel through an effective communication strategy
5. To improve the consistency and set minimum baseline communication regarding active school travel programming for all elementary schools in the Board
6. Provide greater opportunities for students and families to learn and be involved in AST
7. To advocate for the importance and role of municipalities and other stakeholders to provide AST infrastructure, incentives to residents and programming



Framework

1. Schools are expected to:

- Identify a volunteer AST Lead/champion as a member of the Catholic School Council or school staff. This position would work with the school Principal, Board staff, municipal staff and other stakeholders to assist, coordinate and revise template materials (developed by Board staff) to their school community regarding AST related education and communication (e.g. monthly communication in regular school newsletters)
- Assist in coordinating presentations and assemblies from stakeholders (e.g. municipalities) to reinforce AST initiatives, traffic safety or other relevant topics.



Framework

2. The Board and central Board staff are expected to:
- Develop toolbox template communication for schools (e.g. monthly communications)
 - Seek out and secure funding for AST projects within YCDSB schools
 - Coordinate the Board's and specific school's involvement in AST pilots and programs
 - Represent the school board on various AST committees, AST Pilots, etc.
 - Add bike racks and scooter racks during regular grounds projects



Implementation

- Depending on Board approval, anticipated to begin September 2024 at all elementary schools
- The Board's commitment is through staff time, assisting with access to the school community and the installation of AST related infrastructure (bike/scooter racks) as part of existing regular capital renewal/grounds projects
- No net new financial impacts; all work to be done within existing budgets
- Anticipated progress/summary report at around four-year mark to include results of Key Performance Indicators, where available, as well as any opportunities and challenges with the implementation of the strategy



Next Steps

- Pending decision by the Board, planned implementation starting September 2024 at elementary schools
- Board staff to begin creating materials for toolbox
- Communication to stakeholders



Feedback

QUESTIONS / COMMENTS?



THANK YOU!

Joachim Tsui

Manager, Community Planning and Partnerships

905-713-1211 Ext. 12360

Joachim.Tsui@ycdsb.ca

YORK CATHOLIC DISTRICT SCHOOL BOARD

REPORT TO: Corporate Services Committee
FROM: Administration
DATE: June 7, 2023
RE: **Education Development Charges Update**

EXECUTIVE SUMMARY:

This report is intended to provide Trustees with milestone dates regarding the Board's Education Development Charge By-law. The current by-law expires July 1st 2024 and as such a new By-law will need to be adopted prior to its expiry in order to maintain the Board.

BACKGROUND:

At the June 7 Corporate Services Committee meeting, a report that provided an overview of Education Development Charges and identified the major tasks required to prepare a new EDC By-law. At the October 24, 2023 Corporate Services Committee meeting, the Board's EDC consultant provided the Committee with further information.

KEY MILESTONE DATES:

Consistent with past practice, joint YCDSB/YRDSB meetings have been scheduled.

Policy Review Meeting:

Date: Tuesday April 9, 2024

Location: YCDSB Board Room

Purpose: This joint Board meeting is to review the current education development charge policies of the Boards. Any person who attends the policy review meeting may make a representation to the Boards in respect of the policies.

Public Input Meeting:

Date: Tuesday April 9, 2024

Location: YCDSB Board Room

Purpose: This second joint Board meeting will be to inform the public about the education development charge proposal of the Boards and to permit any person who attends the meeting to make a representation to the Boards relating to the proposed charges.

By-Law Adoption Public Meeting

Date: Tuesday May 21, 2024

Location: YRDSB Board Room

Purpose: This joint Board meeting is required to adopt a new EDC By-law and **must** be held in advance of July 1, 2024

SUMMARY:

The necessary work required to pass a new EDC by-law is underway. Public meeting dates have been scheduled and are included within this report.

Prepared By:	Adam McDonald, Manager of Accommodation Planning and Property
Submitted By:	Tom Pechkovsky, Coordinating Manager, Planning & Operations
Endorsed By:	Domenic Scuglia, Director of Education and Secretary of the Board Jennifer Sarna, Associate Director

York Catholic District School Board

REPORT

Report To: Corporate Services Committee
From: Administration
Date: February 6, 2024
Report: **Purchasing Bid Activity Report**

Purpose

This report provides trustees with information regarding recent purchasing activities.

Background Information

The attached Purchasing Bid Activity Report (Appendix A) is a regular report submitted for Committee information. This report is generated by the Bid Management System (BMS), a Purchasing Services database that includes data for every competitive bid processed through Purchasing Services. The report is structured into multiple sections: Bids Awarded within the period covered by the report; Bids Closed; Bids Released and Bids Upcoming.

Exceptions Re: Bids

The following explanations are provided for bids exceeding \$100,000 with less than three written vendor submissions for the period covered:

2024-09-P

As reported to and exception approved by Board on January 30, 2024, Swish Maintenance Limited was awarded to the single compliant proponent, an exception to the minimum three written submissions requirement for competitive bids exceeding \$100,000.

Purchasing Bid Activity Report

For Board information, attached as Appendix A is the Purchasing Bid Activity Report covering the period November 29, 2023-January 30, 2024.

Prepared by: Grace Liu, Manager, Purchasing Services
Submitted by: Calum McNeil, Chief Financial Officer and Treasurer of the Board
Endorsed by: Domenic Scuglia, Director of Education

APPENDIX A

**Purchasing Bid Activity Report
Tenders, RFPs, Quotations and Pre-Qualifications
November 29, 2023- January 30, 2024**

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**Purchasing Bid Activity Report
Tenders, RFPs, and Quotations
As at 2024-01-30**

Bids Awarded - Nov 29/23 to Jan 30/24																	
Bid #	Bid Name	Est. Contract Value	Est. Annual Contract Value	Bid Status	Release Date	Closing Date	Award Date	Pur.	Company Awarded	#	Awarded Contract Value	Awarded Annual Contract Value	Effective Dates	Option Years	Bids Sent/ Recd/ Compl	Co-op Parties	Lead Agency
2024-111-Q	Music Instruments - St. Katharine Drexel	\$25k to \$75k	\$25k to \$75k	Awarded	8-Jan-24	11-Jan-24	11-Jan-24	JR	Long & McQuade	1	\$56,813	\$56,813	18-Jan-24 to 1-Feb-24	0	3/3/3	n/a	n/a
2024-109-Q	Caretaking Equipment - Stouffville Multiuse	\$25k to \$75k	\$25k to \$75k	Awarded	12-Jan-24	16-Jan-24	18-Jan-24	JR	Swish Maintenance Limited	1	\$19,869	\$19,869	31-Jan-24 to 1-Mar-24	0	3/3/3	n/a	n/a
2024-106-Q	Appraisal - Land purchase - New school - Vaughan	\$75k to \$250k	\$75k to \$250k	Awarded	22-Dec-23	19-Jan-24	25-Jan-24	SB	Bosley Farr Associates Ltd.	1	\$8,500	\$8,500	29-Jan-24 to 31-Dec-24	0	5/4/4	n/a	n/a
2024-94-P (OECM 2021-394)	Office Supplies	> \$250k	\$25k to \$75k	Awarded	1-Nov-23	17-Nov-23	1-Dec-23	KR	Grand & Toy Limited	1	\$280,000	\$70,000	1-Dec-23 to 17-Feb-26	4	3/3/3	n/a	n/a
2024-93-P	RIAT Cyber Security Audit	\$75k to \$250k	\$75k to \$250k	Awarded	31-Oct-23	24-Nov-23	1-Dec-23	KR	Richter Advisory Group Inc.	1	\$69,427	\$69,427	1-Dec-23 to 29-Feb-24	0	4/3/3	n/a	n/a
2024-85-T	Grounds Work Full Site Hard Surface Rehabilitation - St. Stephen	> \$250k	> \$250k	Awarded	3-Jan-24	18-Jan-24	22-Jan-24	SB	IPAC Paving Limited	1	\$1.41M	\$1.41M	26-Jan-24 to 31-Aug-24	0	8/7/7	n/a	n/a
2024-83-T	Grounds Work - Playground Hard Surface Rehabilitation Phase II -	> \$250k	> \$250k	Awarded	3-Jan-24	19-Jan-24	22-Jan-24	SB	Ashland Constructor Group Ltd	1	\$594,831	\$594,831	26-Jan-24 to 31-Aug-24	0	12/10/10	n/a	n/a
2024-60-P	Symbol Writing Software	\$75k to \$250k	< \$25k	Awarded	6-Nov-23	27-Nov-23	12-Dec-23	JR	Bridges	1	\$75,000	\$15,000	1-Jan-24 to 31-Dec-25	3	3/1/1	n/a	n/a
2024-56-Q	Music Room - St. Patrick Markham	\$25k to \$75k	\$25k to \$75k	Awarded	8-Jan-24	12-Jan-24	12-Jan-24	SB	Norfield Construction	1	\$22,400	\$22,400	15-Jan-24 to 31-Mar-24	0	4/4/4	n/a	n/a

Bids Awarded - Nov 29/23 to Jan 30/24																	
Bid #	Bid Name	Est. Contract Value	Est. Annual Contract Value	Bid Status	Release Date	Closing Date	Award Date	Pur.	Company Awarded	#	Awarded Contract Value	Awarded Annual Contract Value	Effective Dates	Option Years	Bids Sent/ Recd/ Compl	Co-op Parties	Lead Agency
2024-27-P Q	Pre-Qualification of Roofing Contractors	N/A	N/A	Awarded	20-Oct-23	15-Nov-23	22-Dec-23	SB	Atlas-Apex Roofing Inc, Bothwell-Accurate Co. Inc., Cordeiro Roofing Ltd, Crawford Roofing Corporation, George Roque Roofing Corp., Provincial Industrial Roofing & Sheet Metal Co Ltd, Schreiber Brothers Limited, Seeback Roofing & Sheet Metal Ltd, Semple Gooder Roofing Corporation, Solar Roofing and Sheet Metal Ltd, Trio Roofing Systems, Triumph Roofing	12	\$0	\$0	1-Jan-24 to 31-Dec-26	3	0/21/21	n/a	n/a
2024-20-A	Prequalification for Bus Charters	N/A	N/A	Awarded	17-Nov-23	14-Dec-23	26-Jan-24	JR	AUN Canada Bus Service, AYR COACH LINES, Coach Canada, Denure Tours, Dignit Transportation, Eagle Tours, EZ Transportation, First Canada ULC, Great Canadian Coaches Inc, Landmark Bus Lines, Royal Charter Services Inc, Sharon Bus Services, Sharp Bus Lines, Stock Transportation Ltd, Student Transportation of Canada, Voyago / 947465 Ontario Ltd., Wave Transportation Wheel Chair Accessible	18	n/a	n/a	1-Feb-24 to 31-Dec-31	3	0/18/18	York boards	YRDSB
2024-09-P (24R22)	Caretaking Equipment & Repairs	\$75k to \$250k	> \$250k	Awarded	15-Dec-23	9-Jan-24	30-Jan-24	JR	Swish Maintenance Limited	1	\$375,000	\$75,000	1-Feb-24 to 31-Jan-26	3	0/1/1	York boards	York Region District

Bids Closed - All																	
Bid #	Bid Name	Est. Contract Value	Est. Annual Contract Value	Bid Status	Release Date	Closing Date	Award Date	Pur.	Company Awarded	#	Awarded Contract Value	Awarded Annual Contract Value	Effective Dates	Option Years	Bids Sent/ Recd/ Compl	Co-op Parties	Lead Agency
2024-104-Q	Painting Notre Dame CES	\$75k to \$250k	\$75k to \$250k	Closed	7-Dec-23	22-Dec-23	TBD	SB		0	\$47,300	\$47,300	5-Feb-24 to 30-Aug-24	0	4/4/4	n/a	n/a
2024-76-T	Main Skylight Refurbishment - Fr. Michael McGivney	> \$250k	> \$250k	Closed	6-Dec-23	15-Jan-24	TBD	SB		0	n/a	n/a	30-Jun-24 to 31-Aug-24	0	14/6/6	n/a	n/a

Bids Released - All																	
Bid #	Bid Name	Est. Contract Value	Est. Annual Contract Value	Bid Status	Release Date	Closing Date	Award Date	Pur.	Company Awarded	#	Awarded Contract Value	Awarded Annual Contract Value	Effective Dates	Option Years	Bids Sent/ Recd/ Compl	Co-op Parties	Lead Agency
2024-115-Q	P.A Head end replacement - St. Brendan	\$25k to \$75k	\$25k to \$75k	Released	22-Jan-24	2-Feb-24	TBD	SB		0	n/a	n/a	9-Feb-24 to 31-Jul-24	0	0/0/0	n/a	n/a
2024-112-Q	P.A Head end replacement - Canadian Martyrs	\$25k to \$75k	\$25k to \$75k	Released	22-Jan-24	2-Feb-24	TBD	SB		0	n/a	n/a	9-Feb-24 to 31-Jul-24	0	0/0/0	n/a	n/a
2024-05-P	Cafeteria and Vending Services - Secondary	N/A	N/A	Released	18-Jan-24	22-Feb-24	TBD	TM		0	n/a	n/a	1-Sep-24 to 31-Aug-27	2	0/0/0	n/a	n/a

Bids Upcoming - All																	
Bid #	Bid Name	Est. Contract Value	Est. Annual Contract Value	Bid Status	Release Date	Closing Date	Award Date	Pur.	Company Awarded	#	Awarded Contract Value	Awarded Annual Contract Value	Effective Dates	Option Years	Bids Sent/ Recd/ Compl	Co-op Parties	Lead Agency
2024-119-P	HVAC Coil Cleaning Services (reissued)	> \$250k	\$75k to \$250k	Upcoming	TBD	TBD	TBD	TM		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-117-T	Lighting Retrofit - St. Augustinte CHS	\$75k to \$250k	\$75k to \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-116-T	Lighting Retrofit - Father Michael McGivney CA	\$75k to \$250k	\$75k to \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-114-Q	P.A Head end replacement - St. Mark Immaculate	\$25k to \$75k	\$25k to \$75k	Upcoming	TBD	2-Feb-24	TBD	SB		0	n/a	n/a	9-Feb-24 to 31-Jul-24	0	0/0/0	n/a	n/a
2024-113-Q	P.A Head end replacement - Our Lady of Annunciation	\$25k to \$75k	\$25k to \$75k	Upcoming	9-Feb-24	2-Feb-24	TBD	SB		0	n/a	n/a	9-Feb-24 to 31-Jul-24	0	0/0/0	n/a	n/a
2024-108-T	Gym Floor Replacement Project - St. Kateri Tekakwitha	> \$250k	> \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-105-Q (24Q127)	Supply, Delivery and Installation of Trees	> \$250k	\$25k to \$75k	Upcoming	TBD	TBD	TBD	TM		0	n/a	n/a	1-Apr-24 to 31-Mar-26	3	0/0/0	York boards	YCDSB
2024-102-T	Fire Alarm upgrade - Our Lady of Grace	\$75k to \$250k	\$75k to \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-101-T	Fire Alarm upgrade - Canadian Martyrs	\$75k to \$250k	\$75k to \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-99-Q	Portable Staging - St. Katharine Drexel	\$25k to \$75k	\$25k to \$75k	Upcoming	TBD	TBD	TBD	JR		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-92-Q	Supply and Delivery of AED's	> \$250k	> \$250k	Upcoming	TBD	TBD	TBD	KR		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a

Bids Upcoming - All																	
Bid #	Bid Name	Est. Contract Value	Est. Annual Contract Value	Bid Status	Release Date	Closing Date	Award Date	Pur.	Company Awarded	#	Awarded Contract Value	Awarded Annual Contract Value	Effective Dates	Option Years	Bids Sent/ Recd/ Compl	Co-op Parties	Lead Agency
2024-84-T	Grounds Work Full Site Hard Surface Rehabilitation - St. Brigid	> \$250k	> \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-82-T	Grounds Work - East Parking Lot & Drive Aisle Phase I - St. Bernadette	> \$250k	> \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-81-T	Grounds Work - St. John Paul II	> \$250k	> \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-80-T	Grounds Work - Parking Lot Hard Surface Replacement Phase II -	> \$250k	> \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-79-T	Grounds Work - Parking Lot Hard Surface Replacement Phase II -	> \$250k	> \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-78-T	Grounds Work - Emergency Vehicle Access & Pot Hole Repairs	\$75k to \$250k	\$75k to \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-77-T	Grounds Work - Academy Drive Modifications - Cardinal Carter	\$75k to \$250k	\$75k to \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-70-T	Roof Replacement of Area A1 - Fatherr John Kelly	> \$250k	> \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-69-T	Roof Replacement of Areas of Addition - St. Patrick Schomberg	> \$250k	> \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-68-T	Roof Replacement of Areas B3, B5, C1, & D2 - Holy Cross	> \$250k	> \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a
2024-64-T	HVAC - Boiler Replacement - Notre Dame	> \$250k	> \$250k	Upcoming	TBD	TBD	TBD	SB		0	n/a	n/a	TBD to TBD	0	0/0/0	n/a	n/a

Bids Upcoming - All																	
Bid #	Bid Name	Est. Contract Value	Est. Annual Contract Value	Bid Status	Release Date	Closing Date	Award Date	Pur.	Company Awarded	#	Awarded Contract Value	Awarded Annual Contract Value	Effective Dates	Option Years	Bids Sent/ Recd/ Compl	Co-op Parties	Lead Agency
2024-28-P	Cafeteria Services-CEC	> \$250k	\$75k to \$250k	Upcoming	TBD	TBD	TBD	KR		0	n/a	n/a	1-Sep-24 to 31-Aug-26	3	0/0/0	n/a	n/a
2024-03-P	Shop Maintenance and Safety Inspection	> \$250k	\$25k to \$75k	Upcoming	TBD	TBD	TBD	TM		0	n/a	n/a	1-Jun-24 to 31-May-26	3	0/0/0	n/a	n/a

York Catholic District School Board

Report

Memo To: Corporate Services Committee
From: Administration
Date: February 6, 2024
Subject: **Insurance Reports:**
Property Claims

Executive Summary:

This report is for information purposes and intended to inform Trustees of ongoing property insurance matters.

Property Claims:

Currently, there is one outstanding property claim at Sacred Heart CHS.

Prepared by: Cindy Smith, Insurance & School Finance Coordinator
Submitted by: Calum McNeil, Chief Financial Officer and Treasurer of the Board

Endorsed by: Domenic Scuglia, Director of Education and Secretary of the Board

York Catholic District School Board

Insurance Report - Property Claims
as of January 31, 2024

School	Date of Incident	Description	Estimated Value *	Expenses To Date	Claim Number
Sacred Heart CHS	7/10/2022	Electrical equipment shorted out and caused a power outage. Claim is almost completed.	\$300,000	\$306,628	29676

* The estimated value of each claim is derived by the adjuster assigned to the claim in collaboration with YCDSB, but does not limit the amount ultimately paid out.

Note: A deductible of \$10,000 is applicable on all property-related claims.