

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, October 21, 2025, commencing at 6:30 p.m.

PRESENT:

Committee Members: F. Alexander*, C. Cotton, E. Crowe, A. Grella*, M. Iafrate, T. McNicol*, A. Saggesse, J. Wigston

Administration: J. De Faveri, J. Sarna, C. McNeil, G. De Girolamo, A. McDonald, J. Tsai, K. Elgharbawy, R. Antunes*, A. Iafrate*, T. Laliberte*, S. Morrow, S. Wright

Absent with Notice: M. Barbieri, J. DiMeo, and Student Trustees S. Cuesta and A. Shenouda

Recording: K. Errett

Presiding: J. Wigston, Committee Chair

*[*Denotes attendance via Google Meets]*

1. CALL TO ORDER AND PRAYER

Committee Chair, J. Wigston, called the meeting to order at 6:30 p.m., led the Committee in the Opening Prayer and recited the York Catholic District School Board Land Acknowledgement. C. McNeil, Chief Financial Officer and Treasurer of the Board, provided Roll Call.

2. APPROVAL OF NEW MATERIAL: Nil

3. APPROVAL OF THE AGENDA

Motion: Saggesse/Iafrate

THAT the Agenda be approved as presented.

— MOTION CARRIED —

4. DECLARATION OF CONFLICT OF INTEREST: Nil

5. APPROVAL OF THE MINUTES

Motion: Cotton/Saggesse

THAT the Minutes of the May 6, 2025 Corporate Services Committee meeting be approved as presented.

— MOTION CARRIED —

6. FUTURE MEETING DATES

The next meeting of the Corporate Services Committee is scheduled for December 9, 2025.

7. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING:

a) St. Jean de Brebeuf – Cosmetology Classroom: Project Update

As a follow-up from the May 6, 2025 Corporate Services Committee meeting, K. Elgharbawy, Superintendent of Facilities Services and Plant, provided an explanation in response to Trustee questions regarding Bid 2025-52-T St. Jean de Brebeuf – Cosmetology Classroom Flooring Replacement, indicating that the source issue was a sub-slab moisture condition which has been corrected. Staff is monitoring for any future issues.

b) Follow-up Question Regarding Bid 2025-90-P Supply and Delivery of Chromebooks

C. McNeil, Chief Financial Officer and Treasurer of the Board, provided an explanation in response to Trustee questions regarding Bid 2025-90-P, Supply and Delivery of Chromebooks. The procurement applies to all schools but does not extend to Student Services because of the specialized nature of that equipment.

8. OUTSIDE PRESENTATION(S): Nil

9. STAFF PRESENTATION(S): Nil

10. ACTION ITEM(S):

a) Capital Projects Progress and 2025-2026 Renewal & Accessibility Plan

Further to the Agenda Information Item on the *Capital Project Progress and the 2025–2026 Renewal & Accessibility Plan*, K. Elgharbawy, Superintendent of Facilities Services and Plant, will include a music room for Blessed Chiara Badano CES in the 2025–26 Capital Projects Plan.

WHEREAS the Board passed a motion on April 29, 2014 related to elementary music programs, as follows: **THAT** effective immediately, design considerations for all new schools include an appropriately designed music room with a standard set of Orff instruments, risers and storage capability.

Motion: Crowe/Cotton

i) **THAT a supplementary Motion be “THAT the Orff music room initiative applies to any Gr 7-12 school that delivers an elementary music program for grades 7 and 8”.**

— MOTION CARRIED —

11. SUBCOMMITTEE REPORT(S): Nil

12. DISCUSSION ITEM(S): Nil

13. INFORMATION ITEM(S):

a) Capital Projects Progress and 2025-2026 Renewal & Accessibility Plan

K. Elgharbawy, Superintendent of Facilities Services and Plant, provided the *“Capital Projects Progress and 2025-2026 Renewal & Accessibility Plan”* to introduce the proposed capital renewal plan for 2025-26 and to identify the access funding through the various sources/ envelopes.

It was highlighted that the 2024-25 Capital Renewal included 156 projects valued at approximately \$23 million. The projection for 2025-26 includes 77 new projects valued at approximately \$21 million, including the replacement of four heat pumps at the Catholic Education Centre. In addition, the sale of two portables was highlighted as a good news story.

b) Classroom Technology Equity Committee Phase 2 Implementation

S. Wright, Superintendent of Inviting and Inclusive Schools, provided the Classroom Technology Equity Committee’s update on the distribution of funds, progress to-date and next stage of the Implementation Phase 2.

The report details that \$250,000 has been distributed to-date for investments of hardware, infrastructure updates and staff capacity building among six priority schools. The Phase 2 Implementation will continue to execute a targeted investment strategy which will be followed with a further analysis of student use of technology and impact on school communities.

c) Purchasing Bid Activity Report

C. McNeil, Chief Financial Officer and Treasurer of the Board provided the Bid Management System (BMS) Procurement Activity Report for May 1, 2025 to October 15, 2025. Two exceptions were reported for this period: fewer than the required three written submissions were obtained for competitive bids for 2025-60-P (awarded to Doane Grant Thornton LLP) and 2025-102-P (Auditory Management Services).

Three follow-up questions were asked regarding Bids 2025-127-P Classroom Paper, 2025-94-P, Before and After Childcare – 4 Locations (Thornhill) and 2026-14-P Cafeteria Equipment Service and Repairs. Answers will be provided as Business Arising at the December 9, 2025 Corporate Services Committee meeting.

d) OSBIE Insurance Report: Property Claims

C. McNeil, Chief Financial Officer and Treasurer of the Board, provided an Insurance Report update and made note of five outstanding property claims at St. Andrew CES and St. John Chrysostom CES.

14. NOTICE(S) OF MOTION: Nil

15. FUTURE ITEM(S): Nil

Adjournment: 7:02 P.M.

On Motion: Saggese/Grella and CARRIED