

## York Catholic District School Board

### MINUTES CORPORATE SERVICES COMMITTEE (Public Session)

A meeting of the regular session of the Corporate Services Committee was held via Google Meet, on Tuesday, May 19, 2020, commencing at 6:30 p.m.

**PRESENT:**

Committee Members: R. Cantisano, C. Cotton, E. Crowe, J. Ecker, D. Giuliani, M. Iafrate, M. Marchese, D. Mazzotta, J. Wigston

Administration: A. Falconi, N. Di Nardo, A. Yeung, L. Giambattista, J. McLoughlin, T. Pechkovsky, M. Gray, D. Clapham, M. Battista, N. Jugnundan, M. Fedrigoni, A. Arcadi, O. Oloya, L. Sawicky, J. Sarna, E. Pivato, T. D'Acunto, N. Vezina

Absent with Notice: T. McNicol, Student Trustees M. Ho and T. Siby

Recording: K. Errett

Presiding: D. Mazzotta, Committee Chair

**1. CALL TO ORDER AND PRAYER**

D. Mazzotta, Committee Chair, 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.

**2. APPROVAL OF THE AGENDA**

**Motion: Iafrate/Wigston**

**THAT** the Agenda be approved as presented.

— MOTION CARRIED —

**3. APPROVAL OF THE MINUTES**

**Motion: Iafrate/Marchese**

**THAT** the Minutes of the April 14, 2020 Corporate Services Committee meeting be approved as presented.

— MOTION CARRIED —

**4. FUTURE MEETING DATES**

The next meeting of the Corporate Services Committee is scheduled for September, 2020.

**5. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING: Nil**

**6. DECLARATION OF CONFLICT OF INTEREST - PREVIOUS MEETINGS: Nil**

**7. OUTSIDE PRESENTATION(S): Nil**

**8. STAFF PRESENTATIONS:**

**a) 2019-20 Q3 Financial Update Forecast**

A. Yeung, Chief Financial Officer and Treasurer of the Board, presented the updated interim forecast of the YCDSB in-year financial position for 2019-2020. It was noted that this interim financial report is based on actual data available to the end of March and projections for the remainder of the school year based on known Ministry announcements, adjustments related to recent events such as school closures, COVID-19 and collective agreement assumptions. Areas of concern related to potential Ministry clawback funding and unused grants due to school closure due to COVID-19, etc. were highlighted throughout the presentation.

The updated financial forecast provides for a compliance in-year surplus of \$2.25 million, mainly due to a one-time grant recovery for the Ministry grant (Teacher Qualification and Experience) of \$4.6 million and impact of the school closures which provided overall financial savings to the Board of \$2.3M. During the school closure period, the Ministry maintained the GSN funding level to school boards; however, certain operating revenue sources have declined due to the pandemic closure and decline in market conditions. As a result, revenue sources such as interest, rental and Community Use of Schools (permit revenue) decreased by \$1.9M. The decline in revenue was fully compensated by the decrease in operating expenses of \$4.2M due to the school closure. The decrease in expenses come from lower supply staff expenses, utilities and transportation. The expense forecast was also updated to reflect higher classroom staff salaries and benefits costs of \$1.5M as 7-month actual data is available and terms from the recently ratified collective agreement are known. The overall net financial gains from these factors mitigated the projected financial pressure of \$2.9M reported to the Board at the March 31, 2020 Board meeting. A status report on the 2019-20 budget initiatives was also provided and departments have made significant progress on the budget initiatives that were approved as of the 2019 budget process.

With the Board being on track to meet the three-year multi-year financial recovery plan (MYFRP) obligations set by the Ministry, at the end of the current fiscal period, the Board should no longer be under the financial recovery status. It was noted that, provided that the GSN information to be announced is positive, the in-year surplus provides new opportunities and a list of proposed options for student well-being and strategic goals will be reviewed at the next Board meeting. An updated financial forecast will be provided at the end of June should schools not be scheduled to reopen.

At this time, enrolment is forecasted to increase by 84 pupils for 2019-20 (elementary increase of 106 and secondary decrease of 22) based on the enrolment recorded to date.

**b) 2020-21 Preliminary Budget Projection**

A. Yeung, Chief Financial Officer and Treasurer of the Board, presented a PowerPoint entitled *Preliminary Projections of 2020-21 Financial Position* to provide a preliminary overview of the in-year financial projections for 2020-2021. The preliminary outlook for 2020-21 projected an in-year pressure of \$2.5M which reflects a decrease of \$6.6M in revenue, due mainly to decline in enrolment (elementary panel and international students), and other revenue sources including interest and rental revenue. Operating expenses is projected to decrease by \$7.1M to reflect enrolment decline and decrease in grants. The updated forecast from March 2020 of the 2019-20 in-year pressure of \$2.9M was also taken into consideration. The in-year projection is before implementation of savings measures or investment opportunities to be developed during the 2020 budget deliberations process. The 2020-21 projections will be further refined once the 2020-21 GSN and PPF information is provided by the Ministry which is not available at this time. Staff provided preliminary projection of estimated 2020-21 GSN revenue based on an initial projection of 610 ADE decrease in enrolment for the 2020-21 school year. The decrease in enrolment is due to a decrease in enrolment for the elementary panel and a decrease in international student enrolment due to travel restrictions as a result of the COVID-19/pandemic conditions. Some of the projected decline in enrolment is mitigated by a projected increase in enrolment for the secondary panel. A. Yeung reviewed the risks and opportunities that will impact the preliminary projections.

The first draft of the budget strategy will be presented to the Board at the first budget meeting in June pending GSN announcement.

**9. ACTION ITEM(S):**

**a) Block Plan Report – Block 60**

T. Pechkovsky, Coordinating Manager of Planning and Operations, provided the recommendation for the designation of an elementary school site and potential suitability for a secondary site in the Block 60 East Block Plan in the City of Vaughan currently under development. A draft block plan indicates the estimate for a projected enrolment of approximately 317 elementary and 106 secondary students. The

new schools would result in a realignment of the boundaries of Pope Francis CES. A potential secondary school would serve the Kleinburg community, and require a boundary realignment of Holy Cross CHS.

**Recommendations**

**Motion: Wigston/Crowe**

**THAT the Board designate one 6.0-acre elementary school site in Block 60.**

— MOTION CARRIED —

**Motion: Cotton/Crowe**

**THAT the Board authorize Administration to investigate the suitability of Block 60 for the designation of a secondary school site as an alternative to Copper Creek.**

— MOTION CARRIED —

Note: Trustee Giuliani requested that the Minutes reflect his objection to the above Motion.

**10. SUB-COMMITTEE REPORTS:** Nil

**11. DISCUSSION ITEM(S):** Nil

**12. INFORMATION ITEMS:**

**a) Reporting Process for Development Applications**

T. Pechkovsky, Coordinating Manager of Planning and Operations provided an overview of the process for reporting to the Board on development activity in York Region.

Based on the *Planning Act*, YCDSB, as a commenting agency, is circulated with residential development applications Official Plans and Secondary Plans, Block and Precinct plans within the Region. Board staff is included in land use planning processes and provides comments on development plans as they may impact the school board.

The current process for reporting residential development activity to the Board was developed and implemented in 2009. Given the interest from Trustees regarding some of the high density developments throughout the region, staff will begin providing additional details regarding high density development applications in provincially designated growth centres (Vaughan Metropolitan Centre, Richmond Hill Centre, Markham Centre and Newmarket Urban Centre), regardless of the 1,000-unit threshold, within the current semi-annual development reporting. It was assured that staff are monitoring every residential development application, and that site designations and larger development proposals will continue to come directly to the Board.

T. Pechkovsky noted that a Workshop is being planned for Trustees in August 2020 to discuss Urban Schools.

**b) Annual Energy Plan**

J. McLoughlin, Controller of Plant and Accommodation Services, and N. Vezina, Senior Manager, Environmental Services, introduced the Energy Management Update which provides the energy management results for the year ended August 31, 2019 for electricity and natural gas consumption and for energy conservation awareness and challenges (e.g. Rock the Bike, EcoSchools Program, solar photovoltaic initiatives and Lunchtime Electricity Demand Reduction Challenge). Also, the report provides water consumption monitoring data and updates on the development of water conservation strategies.

The report reflects that a decrease in the total utility cost for YCDSB for 2018-2019 per square foot (\$1.27 vs. \$1.31 in 2018 (electricity: \$1.08 per ft<sup>2</sup> (vs. \$1.12 in 2018) and natural gas at 19.1 ¢/ft<sup>2</sup> (vs. 19.7¢/ft<sup>2</sup> in 2018)). It was noted that natural gas represents 53.04% of the total energy used and

electricity represents 46.96%. However, it was stated that electricity is more expensive and accounts for 85% of the total energy cost. Further, the energy management and procurement strategies has helped to maintain lower increases per square foot between 2000-2019 than the actual cost increase (8.4% increase experienced vs 119.6% electricity cost increase and 13.4% natural gas cost increase).

It was discussed that the effect of COVID-19 will have an impact on the 2019-20 energy consumption reduction with schools having been shuttered and fuel savings resulting from the suspended transportation services.

For the year 2018-19, the board received over \$502,377 (vs. 225,790 in 2017-18) in incentives for projects ranging from LED Lighting, chiller system replacement, VFD installations and boiler replacements. Further, an incentive was also received to fund an energy manager which began working in May 2019 to provide support in the implementation of energy conservation projects and to ensure the maximum incentives amounts are applied for.

The net expenditure to the Board is influenced by many external forces such as outside temperature (i.e. heating degree days or HDD), equipment style and age, number of portables and port-a-paks, and percentage of schools using natural gas vs. electricity, just to name a few.

Using best practices, taking advantage of numerous energy management initiatives and by ongoing liaison with related organizations, N. Vezina, Senior Manager of Environmental Services, and the Environmental Services Team, continue to make YCDSB a leader in energy conservation in the education sector, being featured as a top energy performing school in Canada and Ontario and in the MUSH sector.

**13. NOTICE(S) OF MOTION:** Nil

**14. FUTURE ITEM(S):** Nil

**Adjournment:** 7:56 P.M.

**On Motion:** Crowe/Iafrate and CARRIED