



# BRANT HALDIMAND NORFOLK Catholic District School Board

## Minutes

Catholic Education Centre  
322 Fairview Drive  
Brantford, ON N3T 5M8

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### Committee of the Whole Tuesday, May 16, 2023 ♦ 7:00 pm Boardroom

**Members:** **Trustees:**  
Rick Petrella (Chair), Carol Luciani (Vice Chair), Dennis Blake, Bill Chopp, Dan Dignard,  
Mark Watson, Halaena Buenviaje (Student Trustee)

**Senior Administration:**

Mike McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Kevin Greco, Lorrie Temple, Phil Wilson (Superintendents of Education)

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#### 1. Opening Business

##### 1.1 Opening Prayer

The meeting was opened with prayer led by Trustee Luciani.

##### 1.2 Attendance

Attendance was as noted above.

##### 1.3 Approval of the Agenda

Moved by: Dennis Blake

Seconded by: Carol Luciani

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the May 16, 2023, meeting.

**Carried**

##### 1.4 Declaration of Interest – Nil

#### 2. Presentations - Nil

#### 3. Delegations – Nil

#### 4. Consent Agenda – Nil

#### 5. Committee and Staff Reports

##### 5.1 Excursion Report – Visual Arts in New York City

Superintendent Wilson presented the Assumption College Visual Arts in New York City excursion report. This trip is open to 48 past, present, or future students from the ACS Arts programs. This tour provides an excellent opportunity for students to increase their awareness of global perspectives, foster appreciation for different cultures, become effective communicators, reflective thinkers, gain a love of/for learning and embrace the responsibility of being global citizens as well as develop leadership skills navigating through new experiences with confidence.



Moved by: Bill Chopp

Seconded by: Mark Watson

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the excursion request from Assumption College for an excursion to New York City from Thursday, May 16<sup>th</sup> to Monday, May 20<sup>th</sup>, 2024.

**Carried**

## **5.2 Excursion Report – Art & Architecture in France & Italy**

Superintendent Wilson presented the St. John's Art & Architecture in France & Italy excursion report. This trip is open to 24 past, present, or future students from the Visual Arts Program (which includes Photography, Fashion and Digital Art classes). Approximately 24 students from the program will be flying from Toronto Pearson International Airport to Paris, France, and travel on to Nice, Monaco, Florence, and Rome via train. France and Italy were selected as destinations for this first art trip after Covid as these two locations maximize the amount of art and architecture students can see covering work studied in every art class.

An itinerary of the trip was requested for review. A suggestion was made to review international trips and combine them when multiple high schools are travelling to the same geographical area to maximize cost efficiencies.

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the excursion request from St. John's College for an excursion to France and Italy from Friday, March 8th to Sunday, March 17th, 2024.

**Carried**

## **5.3 Bank Operating Credit**

Superintendent Keys presented the Bank Operating Credit Report. The Education Act requires that a school board approves an annual borrowing resolution empowering the Board to borrow, as required, by way of demand notes, to meet current obligations. Superintendent Keys noted that the operating requirements of the Board have not changed significantly. Operating credit enables the Board to meet its financial obligations when a timing issue occurs between payment by the Board and receipt of grants by the Ministry. An inquiry was made regarding the number of purchasing cards that are in use in the board.

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves:

**A RESOLUTION AUTHORIZING THE BORROWING OF MONEY TO MEET CURRENT EXPENDITURES OF THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD (THE "Board")**

- A. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is received, the current expenditures of the Board for the period commencing on September 1, 2023 and ending on August 31, 2024 (the "Period").



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- B. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.
- C. The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.
- D. The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

### RESOLVED THAT:

1. The Chair or Vice Chair and the Treasurer are authorized, on behalf of the Board, to borrow from time-to-time by way of promissory note, or overdraft, or bankers' acceptance from Canadian Imperial Bank of Commerce ("CIBC") authorized for borrowing purposes in accordance with Section 243 of the Act, a sum or sums not exceeding in the aggregate Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to CIBC promissory notes or bankers' acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice- Chair and the Treasurer for the sums borrowed, plus interest, at a rate to be agreed upon from time-to-time with CIBC;
2. The interest charged on all sums borrowed pursuant to this Resolution, plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing;
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed, plus interest, all the moneys collected or received in respect of the current revenues of the Board;
4. The Treasurer is authorized and directed to deliver to CIBC from time-to-time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

### Carried

#### 5.4 2023-2024 Budget and Funding Update

Superintendent Keys presented the 2023-2024 Budget and Funding update. The purpose of this report is to provide an update on the progress of the 2023-24 budget development cycle, including a funding update provided by the Ministry of Education. Changes made to the GSN's were highlighted including supports for students, transportation, Indigenous education, school facility and operation renewals, and the covid learning recovery fund. Increased enrollment in the Brant Haldimand Norfolk Catholic District School Board contributes to the increase in the projections. The Partnerships and Priorities Funding (PPF)'s was highlighted. A suggestion was



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made to consider partnering with the local churches when lands are being selected for new school builds. Organizational charts for the budget process were requested.

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Committee of the Whole refers the 2023-24 Budget and Funding Update report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

### 5.5 OCSTA AGM 2024 Report

Chair Petrella presented the OCSTA AGM 2024 report for the Brant Haldimand Norfolk Catholic District School Board to jointly host the OCSTA Annual General Meeting. This requires a resolution of the Board by all three boards in order to proceed. Inquiries were made regarding the details of the event.

Moved by: Bill Chopp

Seconded by: Dan Dignard

WHEREAS The Ontario Catholic Trustees Association (OCSTA) is requesting a host(s) board for the 2024 Annual General Meeting

WHEREAS the Brant Haldimand Norfolk Catholic District School Board (BHNCD SB), the Hamilton Wentworth Catholic District School Board (HWCD SB), and the Niagara Catholic District School Board (NCDSB) have expressed an interest in co-hosting the 2024 AGM

WHEREAS The chairs of all three boards have had exploratory conversations with one another to garner interest in co-hosting the 2024 AGM in the Niagara Falls area; and

WHEREAS all three boards would share equally in the cost of co-hosting the event;

**NOW THEREFORE BE IT RESOLVED: THAT THE CHAIR BE DIRECTED to notify OCSTA and the Chairs of the BHNCD SB, HWCD SB, & NCDSB of their intent to co-host the OCSTA 2024 AGM in Niagara Falls Ontario and;**

A. THAT all three boards will participate equally in planning, executing, and financial responsibilities of this event; and

B. THAT all three boards agree that the location will be in Niagara Falls for this event; and

C. THAT in the event one of the three boards does not wish to participate or chooses to withdraw its intent to co-host the remaining two boards will share the responsibility and financial burden of the withdrawal of the third board.

D. THAT upon approval by the respective boards staff will be directed to begin to work collaboratively on the planning and execution of this event in conjunction with OCSTA; and

E. THAT a steering committee be created between the three boards consisting of the Chair of the Board, and the Director of Education or designate from each board and OCSTA.

**Carried**



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### **6. Information and Correspondence**

Director McDonald presented an update from the Institute for Catholic Education Symposium. He noted they were an excellent two days of learning. There were 12 Bishops and 24 Clergy members who attended. The main themes were adult faith formation and reconciliation. There was great enthusiasm from the group who attended and further meetings will be held to discuss the next steps.

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the information and correspondence since the last meeting.

**Carried**

Moved by: Carol Luciani

Seconded by: Dan Dignard

### **7. Trustee Inquiries**

Some of the new features on the website were discussed.

### **8. Business In-Camera**

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board moves to an In-Camera session.

**Carried**

### **9. Report on the In-Camera Session**

Moved by: Mark Watson

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the business of the In-Camera session.

**Carried**

### **10. Future Meetings and Events**

Chair Petrella drew attention to the upcoming meetings and events.

### **11. Closing Prayer**

The closing prayer was led by Chair Petrella.

### **12. Adjournment**

Moved by: Mark Watson

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the May 16, 2023 meeting.

**Carried**

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**Next meeting:** Tuesday, June 20, 2023, 7:00 p.m. – Boardroom