



# **BRANT HALDIMAND NORFOLK Catholic District School Board**

## **Minutes**

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

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### **Policy Committee Meeting Monday June 16, 2025 ♦ 3:00 p.m. Haldimand Room/ Microsoft Teams**

#### **Trustees:**

Dan Dignard (Chair), Dennis Blake, Carol Luciani, Mark Watson, Bill Chopp

**Regrets:** Rick Petrella (on leave)

#### **Senior Administration:**

Mike McDonald (Director of Education & Secretary)

**Regrets:** Rajini Nelson (Superintendent of Business & Treasurer), John Della Fortuna, Kevin Greco, Michael Lawlor, Phil Wilson (Superintendents of Education)

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## **1. Opening Business**

### **1.1 Opening Prayer**

The meeting was opened with prayer led by Chair Dignard.

### **1.2 Attendance**

Attendance was noted as above.

### **1.3 Approval of the Agenda**

Moved by: Carol Luciani

Seconded by: Dennis Blake

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the June 16, 2025, meeting.

**Carried**

### **1.4 Approval of Minutes from the Policy Committee Meeting – May 13, 2025**

Moved by: Bill Chopp

Seconded by: Mark Watson

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the May 13, 2025, meeting.

**Carried**

## **2. Committee and Staff Reports**

### **2.1 Board By-Laws**

Director McDonald presented the revised board by-laws for review and revision. In part due to the recommendations provided by the recent governance review and Ministerial directive, the BHNCD SB Executive Council undertook a review of the by-laws in consultation with legal which resulted in a number of recommended changes aimed at improving governance, transparency, and effectiveness. Each proposed change was reviewed by the policy committee, discussed, minor revisions were made, voted upon, and all proposed changes were carried.



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Moved by: Mark Watson

Seconded: Carol Luciani

THAT the Policy Committee recommends that the Committee of the Whole refers the By-law changes including the preamble and sections 4.1.1, 5.4.1(l), 5.4.1(m), 6.2.1.1, 6.2.2.1, 6.2.2.2, 6.4.14, 6.4.16, 6.4.16.1, 6.4.16.2, 6.4.16.3, 6.4.16.4, 6.4.16.5, 6.4.16.6, 6.5.2, 6.5.3, 6.5.4, 6.5.5, 6.7, 6.9.2, 6.9.2.4, 7.1, 8.0.(b), 8.0.(d), 8.0.(h), 8.2, 8.2.2, 8.2.3, 8.2.5, 8.2.6, 8.2.7, 9.2, 11.3, 15.0, 15.1, 16.0, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7, 16.8, 17.0 to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

### **2.2 Trustee Expenses #100.10**

Director McDonald presented the Trustee Expenses policy for review and revision. In direct response to the governance review and subsequent Ministerial directives, and in consultation with legal, several changes have been made to this policy including alignment with the Broader Public Sector Accountability Act (BPSAA), incorporation of language conveying fiscal restraint and strengthening of governance and oversight mechanisms. Discussion was had regarding the claiming of expenses and the trustee expense approval process. After further dialogue, minor revisions were made to the draft policy.

Moved by: Dennis Blake

Seconded: Carol Luciani

THAT the Policy Committee recommends that the Committee of the Whole refers the Trustee Expenses Policy #100.10 to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

### **2.3 Trustee Code of Conduct #100.04**

Director McDonald presented the Trustee Code of Conduct Policy for review and revision. As part of the recent governance review and ministerial directive a significant portion of the recommendations that followed focused on strengthening and refining the Trustee Code of Conduct. Some of the key changes made in consultation with legal to the Trustee Code of Conduct include terminology consistency, integration of legislative requirements, realignment of attendance provisions and enhanced enforcement framework. These changes support procedural fairness, transparency, and consistency in the application of the Code of Conduct.

Moved by: Bill Chopp

Seconded by: Mark Watson

THAT the Policy Committee recommends that the Committee of the Whole refers the Trustee Code of Conduct Policy #100.04 to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**



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### **2.4 Rescinded Policies – Access to Legal Counsel #100.09**

Director McDonald presented the report to rescind the Access to Legal Counsel policy. As part of the recent governance review, there were two specific directives related to the use of legal counsel by the Chair of the Board. The first recommendation called for the establishment of clearer protocols governing when and under what circumstances the Chair may consult independent legal counsel. The second emphasized the need to define a consultation process prior to such engagement, ensuring that all legal inquiries are initiated on behalf of the Board, aligning with proper governance procedures and shared accountability. It is recommended that the Access to Legal Policy #100.09 be formally rescinded, on the basis that its provisions will be superseded and more appropriately governed within the revised Board By-laws. This allows for a more integrated, contextual approach to legal access, housed within the broader governance framework.

Moved by: Dennis Blake

Seconded by: Mark Watson

THAT the Policy Committee recommends that the Committee of the Whole refers the Access to Legal Counsel Policy #100.09 to the Brant Haldimand Norfolk Catholic District School Board for rescinding.

**Carried**

### **3.0 Adjournment**

Moved by: Carol Luciani

Seconded by: Dennis Blake

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board adjourns the June 16, 2025, Policy committee meeting.

**Carried.**

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**Next meeting:** TBD – Boardroom