



REPORT

Finance Committee

- *Minutes of the Finance Committee meeting September 29, 2015 and October 6, 2015 (handout).*

Resolutions:

- *That the Rainy River District School Board approve Bylaw #172 for the approval to issue 2016 Education Taxes within the Board's jurisdiction, in the unorganized areas as indicated in Section 257.7 of the Education Act.*
- *That the Rainy River District School Board approve the 2014-2015 Statement of Trustees' Expenditures.*



**Finance Committee Minutes
Education Centre
September 29, 2015 – 1:30 p.m.**

COMMITTEE MEMBERS PRESENT: David Kircher, Dianne McCormack, Raymond Roy, Ralph Hill; Michael Lewis (teleconference)

STAFF: Heather Campbell, Director of Education; Laura Mills, Superintendent of Business; Meghan Cox, Manager Financial Services; Travis Enge, Manager of Plant Operations & Maintenance; Sherri Belluz, Recording Secretary

1. Call to Order

The meeting was called to order at 1:30 p.m.

2. Approval of Agenda

The agenda was approved as circulated.

3. Disclosure of Conflict of Interest

There was no conflict of interest disclosed.

4. Confirmation of Minutes

The minutes of the Finance Committee meeting held on June 2, 2015 were approved.

5. Business Arising from the Minutes

a) First Child Care Capital Retrofit Plan Update

It was reported that, since the Finance Committee meeting on March 31, 2015, a new plan for renovations of the Child Care Centre were completed. The project was tendered and awarded to Whitehall Contractors. Plans were made to accommodate the Child Care Centre as their space was reduced. Completion of the project is expected to be September 29, 2015 with the Child Care Centre back to normal operations the week of October 5, 2015.

b) DYS Building Renovations Update

The tender for building renovations at Donald Young School has been released and closes on October 1, 2015. Barring any unforeseen circumstances, a Purchasing Approval Authority Committee meeting will be required to review the analysis of bids received, followed by Finance

Committee meeting. It is recommended that these meetings be held prior to the Board meeting on October 6, 2015.

6. New Business

a) Fort Frances Multi-use/Tennis Courts

The Finance Committee received the following information requested from administration based on discussions from the May 25, 2015 Finance Committee meeting:

- The current St. Francis Sports Field Agreement was initially created in May 2004 and last updated, for insurance purposes, in 2012. Sections 2(c), 4 Site Development, 9(a) and (b) Use of the Agreement were highlighted.
- Options for construction of tennis courts on Board property at Fort Frances High School were presented.
- A review of the condition of the courts at Rainy River High School and Atikokan High School was completed.
- Formal commitments from the Town of Fort Frances and Northwest Catholic District School Board have not been confirmed.
- The Director of Education for the Northwest Catholic District School Board has confirmed that their commitment is for the use of land, with ownership remaining with their Board.

The Finance Committee re-affirmed their support for multi-use/tennis courts. The courts would be made available to the community.

The Committee requested that a letter be sent to the Chair of the Multi-use/Tennis Courts Committee asking the following:

- if they would be amenable to courts being constructed on Board property together with the Town of Fort Frances and Northwest Catholic District School Board;
- if formal financial commitment has been received from either party;
- if the St. Francis Sports Field Agreement would be updated, with the construction and use of courts on this property being guaranteed for 20 to 25 years.

b) 2016 Education Taxes

A bylaw is required under Section 257.7(1) of the *Education Act* to authorize the City of Thunder Bay to collect taxes on the Board's behalf.

The Finance Committee recommended that the Rainy River District School Board approve Bylaw #172 for the approval to issue 2016 Education Taxes within the Board's jurisdiction, in the unorganized areas as indicated in Section 257.7 of the Education Act.

c) Procurement over \$50,000

The Committee received a report on Procurement over \$50,000 for information.

d) Class Size Update

It was reported that the enrolment count, as at September 11, 2015, for elementary and secondary has resulted in an overall increase in comparison to the projected enrolment for 2015-16 grant purposes.

The Board is in compliance with the primacy class size regulations to ensure that 90% primary classes are at a hard cap of 20 students or fewer. The Board is also in compliance with the collective agreement class size for Grades 4 to 8.

e) Policy Review

6.10 Community Use of School Facilities and Grounds

The Finance Committee received a report on the annual review of usage rates for community use of school facilities and grounds. Administration reviewed rates from the other school boards in northwestern Ontario and the Town of Fort Frances.

The usage rate of the equipment room at the Atikokan High School was discussed. It was agreed that the monthly rate will be revised to \$30 per month per person.

The Finance Committee agreed that the current usage rates are competitive, reasonable, and recommended that there be no change to Policy 6.10 Community Use of School Facilities and Grounds.

8.22 Expense Claims

The Finance Committee received a report on the annual review of the rate paid per kilometer for Board approval travel.

The Finance Committee agreed that the current rate of .48 cents per kilometer is a fair and reasonable rate and recommended that there be no change to Policy 8.22 Expense Claims.

8.23 Competitors' Assistance Fund

Policy 8.23 Competitors' Assistance Fund was referred to Finance from the Policy Committee for a review of the rates as the rates have not changed since 2009. A five-year analysis was presented for information.

The Finance Committee agreed that the budget be increased to \$6,000, and that this budget be reviewed annually. Funding would be granted to a maximum of \$2,000 per application based on type of travel, distance, and size of group. The application for assistance will be amended to request more information from the groups prior to granting assistance.

f) 2014-15 Trustees' Expenditures Statement

The draft 2014-15 Trustees' Expenditures Statement was presented for information. It will be posted on the Board's website with the Audited Financial Statements.

The Finance Committee recommended that the Rainy River District School Board approve the 2014-2015 Statement of Trustees' Expenditures.

g) Townshend Theatre Advisory Committee Update

The Townshend Theatre Management Committee met on June 25, 2015. The minutes were presented to the Committee for their information.

The Management Committee received status on the cooling condenser unit, the Theatre's addition to the 'In Memorium' donation list, the outside user group custodial rate, and an overall operational update.

The next Townshend Theatre Management Committee meeting is scheduled for the end of September or early October.

7. Correspondence

The Committee received the following correspondence for information:

- a) Letter to Town of Fort Frances re: Townshend Theatre Capital
- b) Ontario Education Services Corporation
- c) Letter to Special Advisor to the Premier on Community Hubs

8. Future Meetings

A Special Finance Committee meeting will be held on October 5, 2016 at 5:15 p.m. to be held in Rainy River.

The next regularly scheduled Finance Committee meeting will be October 27, 2015 at 1:30 p.m.

9. Adjournment

The meeting adjourned at 2:57 p.m.



**Statement of Trustees' Expenses
for the year ending August 31, 2015**

September 1, 2014 - August 31, 2015

	Board Business				Total	Honoraria
	Meetings	Metrage	Office Expenses	Professional Development		
Dan Belluz ¹	-	-	269.93	-	269.93	1,678.56
Marg Heyens ¹	-	168.00	223.80	-	391.80	1,678.56
Ralph Hill	-	991.68	1,501.35	1,749.72	4,242.75	6,711.36
David Kircher						6,711.36
Earl Klyne	-	-	-	-	-	6,711.36
Michael Lewis	338.67	4,008.00	1,316.08	1,547.62	7,210.37	10,148.88
Jeff Marchuk ²	-	708.96	-	2,017.64	2,726.60	2,499.96
Don McBride ³	-	1,018.56	1,351.58	1,828.75	4,198.89	5,032.80
Dianne McCormack	51.02	3,744.96	1,476.47	2,679.85	7,952.30	11,523.84
Raymond Roy ³	-	144.00	749.99	1,949.60	2,843.59	5,032.80

¹ Trustee term of office ended November 30, 2014

² Student trustee term of office ended June 30, 2015

³ New trustees to the Board term of office start December 1, 2014