



REPORT

Finance Committee

- *Minutes of the Finance Committee meeting November 29, 2016.*



**Finance Committee Minutes
Education Centre
November 29, 2016 – 1:30 p.m.**

COMMITTEE MEMBERS PRESENT: David Kircher, Ralph Hill, Raymond Roy, Don McBride, Dianne McCormack

ALSO ATTENDED: Michael Lewis

STAFF: Heather Campbell, Director of Education; Laura Mills, Superintendent of Business; Wendy Tilbury, Assistant Manager, Financial Services; Travis Enge, Manager of Plant Operations & Maintenance; Nikki Armstrong, Transportation Manager; Sherri Belluz, Recording Secretary

1. Call to Order

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

Wendy Tilbury, Assistant Manager, Financial Services, was introduced to the Committee.

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 October 25, 2016 were approved as circulated.

5. Business Arising from the Minutes

a) Master Facility Plan Update

Atikokan Area

Brook McIlroy Architects, Thunder Bay, has been retained to complete a study of Atikokan High School and North Star Community School. The study will be to:

- Consider the needs of various student age groups and review RRDSB needs and standards to arrive at balanced and sensitive solutions.
- Consider challenges surrounding the gyms and shops at both facilities.

- Consider the challenges that each site presents with regards to outdoor areas suitable for a K-12.
- Recommend a preferred option as to which facility would best accommodate a K-12 Facility.
- Prepare a preliminary site plan and floor plan of the preferred facility illustrating required additions and demolitions.
- Prepare Class D Cost Estimate for the recommended solution.

A site visit occurred on November 15, 2016 with an expected recommendation to be presented at the February Finance Committee meeting.

Rainy River Area

The draft Business Case for a renovated school in Rainy River was submitted to the Ministry's Capital Policy and Programs Branch. Discussions with the Ministry resulted in a request to break out the costs for renewal versus renovation costs and costs associated with a First Nations Counsellor and housing the Best Start program. A revised Business Case will be submitted.

The Ministry representative, Jaimie Burke, has indicated an interest in coming to the district. She will visit Rainy River High School and Riverview School as part of the visit.

Emo Area

Donald Young School Additional Classroom Costs: A cost estimate to increase the gross floor area of the Donald Young School by adding on a couple of classrooms was presented. It was determined that it would cost approximately \$1.3 million to move forward with this project.

A meeting with Grant Goddard, New Gold General Manager, was held to discuss any future enrolment pressures for Donald Young School. It was noted that the site now has the peak number of people on site. Moving forward, most of the hiring will be from the District with only a few specialized staff coming from out of area which, it was felt, would not affect enrolment. Administration will continue to monitor enrolment at Donald Young. The Finance Committee recommended that administration invite Mr. Goddard to a Finance Committee to discuss this information further.

Donald Young School Construction Update: It was reported that the project is currently behind schedule but every effort is being made to make progress to ensure that the project is completed on schedule. A meeting with school staff has been held to keep them up-to-date on the progress of the project and that the project completion date is still on target.

6. New Business

a) Procurement over \$50,000

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

b) Joint Transportation Consortium Agreement

The Rainy River District Transportation Services Consortium Management Committee met on November 23, 2016 to review the Membership Agreement between the Rainy River District School Board and the Northwest Catholic District School Board that expired on August 31, 2016. The term of the Agreement is for five years, expiring on August 31, 2021.

The Finance Committee recommends that the Rainy River District School Board authorize administration to execute the Joint Transportation Consortium Agreement.

c) Facility Partnership – Project Sunset

The current Facility Partnership Agreement with Project Sunset provides office space at the Education Centre however; Project Sunset representatives have approached administration to lease the large portable/annex at J.W. Walker School to accommodate the need for more space to house additional staff and resources.

The Finance Committee recommends that the Rainy River District School Board authorize administration to execute the changes to the Facility Partnership Agreement with Project Sunset.

d) Transportation - Cameras

It was reported, by Trustee Lewis, that a parent group from Atikokan spoke with him regarding the Rainy River District School Board consider installing a video surveillance camera on the Atikokan East highway school bus that runs between Atikokan and Eva Lake. The group has expressed their concern over the safety of the students at the bus stops along the highway with the increased number of transport traffic and the lack of signage along the highway.

The group has also been in contact with the Rainy River District Services Transportation Consortium who have contacted the Ministry of Transportation. A field investigation has been completed and the Ministry of Transportation will be erecting more signage. It was reported all consortia across Ontario continue to review the legislation surrounding the use of external camera systems. The Transportation Consortium will work on safety education in that area.

7. Future Meetings

The next Finance Committee meeting is scheduled for December 12, 2016 at 3:00 p.m.

8. Adjournment

The meeting adjourned at 2:30 p.m.