

**Upper Grand District School Board  
Business Operations Committee  
Minutes**

June 9, 2020

The Business Operations Committee of Upper Grand District School Board met virtually on Tuesday, June 9, 2020, commencing at 7:00 p.m.

The Chairperson, Trustee Ross presided, and the following Trustees were present: Bailey, Busuttill, Bedi, Campbell, Edwards, Foley, Lustgarten Evoy, MacNeil, and Topping, along with Student Trustees Amelia Luff, and Nathalie Alaves. Trustee Ross read the protocol for virtual meetings and reminded everyone that the meeting was being recorded.

Present from the Administration were, Director of Education Rogers, together with Superintendents Heaslip, McDonald, Morrell, Regier, Slater, and Van Ooteghem, Communications Officer Loney, Executive Officer of Human Resources Rose, Student Success Lead Zen, Operations Officer Scinocca, Manager of Operations Veit, and Manager of Health and Safety Culham.

**Approval of Agenda**

Trustee Campbell moved that the agenda be approved as printed.

**The motion carried.**

**Approval of Minutes**

Trustee Lustgarten Evoy moved that the minutes of the meeting of May 12, 2020 be approved as printed.

**The motion carried.**

**Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

**2018/19 Broader Public Sector Energy Reporting**

Operations Officer, Facility Services, Scinocca advised that, on January 1, 2019, the Green Energy Act, 2009 was repealed. Conservation and energy initiatives such as the Broader Public Sector Energy Reporting requirements were added to the Electricity Act, 1998. Ontario Regulation 507/18, "Energy Conservation and Demand Management Plans" came into force in December 2018. This regulation applies to school boards, and under this regulation, school boards shall summarize annually and make public the energy consumption and ghg emission data. In addition, by July 1, 2019, school boards

must publish and make an energy conservation demand management plan which needs to be updated every 5 years. The Board's second Energy Conservation and Demand Management Plan for 2018-2022 was prepared last year and was submitted to the Ministry of Energy. This is the 8<sup>th</sup> year that the Board has reported on its energy consumption as required by the Regulation. The energy consumption and greenhouse gas emissions report for 2018/2019 included building square footage, number of portables, electricity consumption in kWh, natural gas consumption in m<sup>3</sup>, fuel oil in litres, propane in litres, greenhouse gas, and ekWh/square foot. With the support of a slide presentation, Operations Officer Scinocca provided an in-depth report on the Board's use of energy. He proudly reported that the Board experienced many savings in the last few years in the areas of energy costs. Trustees expressed thanks for the presentation and for a successful energy management plan and subsequent savings.

### **Recommendation # 1**

Trustee Topping moved that the report entitled "2018/2019 Broader Public Sector Energy Reporting" (CP:20:02), dated June 9<sup>th</sup>, 2020, be received.

**The motion carried.**

### **Summer Programs Funding Summary**

Superintendent of Finance Regier advised that, at the June 2<sup>nd</sup>, 2020 Program Committee meeting, Trustees received information on the Summer Learning Programs planned for the upcoming summer. During the June 2<sup>nd</sup> Program Committee meeting, it was proposed that a summary of the funding mechanisms for these programs be presented at the June 9<sup>th</sup>, 2020 Business Operations Committee meeting.

The report presented at the Business Operations meeting outlined a summary of Summer Programs and the funding information for each program.

Trustees asked questions of clarification and expressed thanks for the report and the funding update.

### **Recommendation # 2**

Trustee Topping moved that the report entitled " Summer Programs – Funding Summary" dated June 9, 2020, be received.

**The motion carried.**

### **Health and Safety Update**

Manager of Health and Safety, Administration Culham presented a summary of Health and Safety activities put in place to date related to COVID-19. She noted that a

document is forthcoming from the Ministry of Education with further COVID-19 related Health and Safety guidelines to address safe school openings in September.

The update included information on work completed to date, for example protocols on student access to schools to pick up personal belongings, and protocols for staff access to buildings. Ongoing work will include monitoring of Health and Safety updates from governing bodies, supporting the re-opening of schools and ensuring that the Joint Health and Safety Committee is updated. In response to a question raised, it was reported that the Board would follow the direction of Public Health should either staff or students show signs of the COVID-19 virus.

Trustees expressed thanks for the report and the work done in keeping staff and students safe.

### **Recommendation # 3**

Trustee Bailey moved that the verbal update on health and safety be received.

**The motion carried.**

### **Resignations and Retirements**

Executive Officer of Human Resources Rose presented the report Resignations and Retirements dated June 9, 2020.

### **Recommendation # 4**

Trustee Busutil moved that the report “Resignations and Retirements” dated June 9, 2020 be received.

**The motion carried.**

### **Other Business**

Trustee MacNeil advised that there will be a Special Board meeting held on the 16<sup>th</sup> of June, at 7:00 p.m. to present the UGDSB Equity Plan 2019 – 2022.

Trustee Foley requested that, as part of the Special Board meeting, a discussion take place in regards to racism in our schools; how the Board can be more transparent with the community, the possibility of a “town hall” virtual meeting, and he suggested the creation of an ad hoc committee to review racism related issues. Mr. Foley requested that this item be placed on the agenda for the Special Board meeting scheduled for the 16<sup>th</sup> of June.

Trustee MacNeil moved that this committee move In Camera.

**The motion carried.**

**In Camera**

**Other Business**

Nil Report

**Adjournment**

Trustee Topping moved that this Committee adjourn at 8:39 p.m. to report to the Board.

**The motion carried.**

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