

## PEEL DISTRICT SCHOOL BOARD

Minutes of a meeting of the Physical Planning and Building Committee of the Peel District School Board, held in the Brampton Room, the H. J. A. Brown Education Centre, 5650 Hurontario Street, Mississauga, Ontario on Wednesday, January 8, 2014 at 18:20 hours.

Members present:

David Green, Chair  
Meredith Johnson  
Steve Kavanagh  
Harinder Malhi  
Janet McDougald  
Jeff White  
Rick Williams

Trustees also present:

Beryl Ford  
Suzanne Nurse

Administration:

Randy Wright, Controller, Planning and Accommodation Support Services  
(Executive Member)  
Christine Beal, Controller, Finance Support Services  
Jeff deFreitas, Superintendent of Education, Early Years  
Jaspal Gill, Associate Director, Operational Support Services  
David Neale, Controller, Corporate Support Services

Nicole Fernandes, Board Reporter

**1. Approval of Agenda**

Item 9.7, Building and Property Damages – Winter Break 2013, was circulated.

PB-01, moved by Janet McDougald, that the agenda, as amended, be approved.

..... carried  
2/3rds' majority

**2. Declaration of Conflict of Interest**

There were no declarations of conflict of interest.

**3. Minutes of the Physical Planning and Building Committee Meeting,  
November 5, 2013**

PB-02, moved by Jeff White, that the Minutes of the Physical Planning and Building Committee Meeting, held November 5, 2013, be approved.

..... carried

**4. Minutes of the Supplementary Meeting of the Physical Planning and Building Committee (Annual Planning Document), November 18, 2013**

PB-03, moved by Suzanne Nurse, that the Minutes of the Supplementary Meeting of the Physical Planning and Building Committee (Annual Planning Document), held November 18, 2013, be approved.

..... carried

**5. Student Transportation of Peel Region (STOPR) Minutes, September 20, 2013**

PB-04, moved by Steve Kavanagh, that the minutes of the Student Transportation of Peel Region (STOPR) meeting, held September 20, 2013, be received.

..... carried

**6. Full-Day Kindergarten Projects – Update**

Acting Manager of Planning and Enrolment, Dave Dundas, highlighted the summary of changes to the Board's Year 5 Full-Day Kindergarten (FDK) Implementation Plan. Due to Springdale boundary changes, there are changes to the requirement of classrooms at Fernforest, Mountain Ash, and Carberry Public Schools. Kenollie Public School is limited to one new classroom due to flood plan limitations. Dave Dundas noted that the Board has received funding for 83 FDK projects.

PB-05, moved by Meredith Johnson, that the update report re Full-Day Kindergarten Projects, be received.

..... carried

**7. Dundas-Fairview Public School Contingency Plan**

Dave Dundas reviewed the report outlining the contingency plan to temporarily accommodate all Kindergarten – Grade 4 students of the new Dundas-Fairview Public School at the former Neil C. Matheson school, until the new school is completed in January 2015.

In reply to a trustee's question, Manager of Design and Construction, Eugene Radley, reported that the conditional permit had been obtained. Contractors have been working prior to the recent cold spell, and will be back to continue. Controller Wright advised that, due to the location of the school adjacent to residential homes, City by-laws are to be met with regard to construction work on Sundays and holidays. It was confirmed that the contractors are unaware of a contingency plan, but that the matter of a contingency plan was raised at a community meeting. The contractors are expected to meet the September 2014 deadline, but there are no penalties if the deadline is not met. Controller Wright advised that the plan would be communicated to affected families by March 2014.

**7. Dundas-Fairview Public School Contingency Plan (Continued)**

PB-06, moved by Janet McDougald, that the report re Dundas-Fairview Public School Contingency Plan, be received.

..... carried

**8. Regional Program Boundary Changes for Applewood Heights Secondary School – Sports Program / T.L. Kennedy Secondary School – International and Executive Leadership Academy Program**

Senior Planner, Suzanne Blakeman, noted that the boundaries for the Sports Program at Applewood Heights Secondary School, and the International and Executive Leadership Academy Program at T.L. Kennedy Secondary School, are presently limited to local school boundaries. She indicated that the administrative recommendation is to expand the boundaries for these two programs to the Region of Peel. Replying to trustees' questions regarding communicating the information to students, it was noted that, following Board approval of the recommendation, information will be communicated to students. Schools also hold information nights.

PB-07, moved by Rick Williams, that the Physical Planning and Building Committee recommends to the Board:

1. That, effective, September 2014, the boundary for the Regional Sports Program at Applewood Heights Secondary School be the Region of Peel.
2. That, effective, September 2014, the boundary for the Regional International and Executive Leadership Academy Program at T.L. Kennedy Secondary School be the Region of Peel.  
(APPENDIX I)

..... carried

**9. Education Development Charge (EDC) By-law 2014 – Board Policy on Alternative Accommodation Arrangements**

Suzanne Blakeman reviewed the report, noting that the Education Act requires the Board to complete an EDC background study as part of the process of enacting an EDC By-law. She highlighted the requirements of the background study, including the policy approved by the Board on alternate accommodation arrangements, and the implementation of the policy. A trustee asked whether there will be a full review of the EDC By-law which requires external consultation. Suzanne Blakeman clarified that this is an internal review that will be part of the background study.

PB-08, moved by Beryl Ford, that the report re Education Development Charge (EDC) By-law 2014 – Board Policy on Alternative Accommodation Arrangements, be received.

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**10. Education Development Charge (EDC) By-law 2014 – Statement of Review of Operating Budget**

Suzanne Blakeman indicated that the EDC background study requires a statement from the Board that its operating budget has been reviewed for savings that could be applied to reduce growth-related net education land costs.

PB-09, moved by Beryl Ford, that the Physical Planning and Building Committee recommends to the Board:

That, the following Statement of Review of Operating Budget, be approved:

“The Peel District School Board has reviewed its operating budget for the year ending August 31, 2014 to identify savings that could be applied to reduce growth-related net education land costs. The review has not identified any surplus operating funds available for capital needs. The Board has therefore determined the amount of savings is nil and the Board is unable to apply any savings to reduce growth-related net education land costs.” (APPENDIX II)

..... carried

**11. Application Status Update**

PB-10, moved by Harinder Malhi, that the Application Status Update report, be received.

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**12. Accessibility Plan Status Report - 2013**

Jennifer Miller, Accessibility Coordinator, provided background information regarding the accessibility standards enacted under the Integrated Accessibility Standards Regulation (IASR). The IASR requires the Board to develop multi-year accessibility plans that must be reviewed and updated with annual status reports on the progress of the implementation of accessibility standards.

Jennifer Miller indicated that the Accessibility Plan Status Report - 2013 is the first status report, and summarizes the work done in 2013. She stated that staff have been working on the previous Accessibility for Ontarians with Disabilities Act (AODA) obligations, and to meet the new obligations, including: updating existing policies and procedures; developing new policies; developing training modules; continuing to provide evacuation chairs; building awareness of the new AODA policies, procedures, guides and resources. She noted that the Accessibility Plan Status Report - 2013 has been reviewed by the Accessibility Advisory Committee and is being submitted for Board approval.

(Continued overleaf)

**12. Accessibility Plan Status Report – 2013 (Continued)**

PB-11, moved by Jeff White, that the Physical Planning and Building Committee recommends to the Board:

That, the Accessibility Plan Status Report – 2013, on the Multi-Year Accessibility Plan: Peel District School Board, January 2013 – December 2017, be approved. (APPENDIX III)

..... carried

**13. Castlebrooke Secondary School Accommodation Plan**

Planning Officer, Phillip Sousa, reviewed the recommendation to increase the enrolment cap for Castlebrooke Secondary School from 1,800 students to 1,900 students. He advised that the superintendent of education and principal have been consulted on the recommendation, and staff are confident that the school will be able to accommodate students from the current boundary for the 2014-2015 school year. In the event that enrolment exceeds the proposed cap, students will be redirected to Chinguacousy Secondary School. Phillip Sousa advised that the administration is also recommending that Board staff attend school council meetings to discuss and obtain feedback about a long term boundary change between Chinguacousy and Castlebrooke Secondary Schools.

Controller Wright clarified that no changes to the number of lunch periods are expected. In reply to a trustee's question, he advised that the recommendation regarding information / consultation meetings with school councils will provide a notification to the communities about a boundary change, and give staff time to receive and consider feedback. He stated that the communities will be provided adequate time to adjust to the change that would come into effect in 2015. Members agreed with a trustee's suggestion to a friendly amendment to Recommendation 2, to add, "effective 2015 and beyond". In reply to trustees' questions, Randy Wright indicated that there has been no resolution of the Board approving a reduction in the enrolment cap, and that staff have a boundary change suggestion for these schools and would like to gather reaction to the suggestion.

PB-12, moved by Harinder Malhi, that the Physical Planning and Building Committee recommends to the Board:

1. That, for the 2014-2015 school year, the enrolment cap of 1,800 students for Castlebrooke Secondary School be revised / increased to 1,900, and that, 12 portables be placed on site to accommodate students within the school boundary.
2. That, during the month of January 2014, Board staff attend school council meetings in the Castlebrooke Secondary School family of schools to inform / consult about a boundary change, effective 2015 and beyond, between Chinguacousy and Castlebrooke Secondary Schools. (APPENDIX IV)

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**14. Building and Property Damages – Winter Break 2013**

Controller of Corporate Support Services, David Neale, provided an overview of the damage to Board facilities, and responses as a result of the ice storm and freezing temperatures. He noted that approximately 80 schools in Brampton and Caledon lost power on December 21, 2013. Power was restored on December 23, 2013 to a majority of sites, and between December 26, to December 31, 2013 to 10 locations. Board staff had worked to prevent freeze up of building systems and pipes.

With regard to the freezing temperatures, David Neale noted that staff implemented the Extreme Weather Protocol which includes daily checks at each site and interventions to prevent frozen pipes and resultant water damages. He advised that sustained cold temperatures are problematic, especially during an extended period when school is unoccupied. He reported that, despite best efforts, nine locations suffered damage, with the most significant being at The Woodlands School. The claims will be covered by insurance, subject to a \$50,000 deductible. David Neale thanked all the staff involved, who worked throughout the winter break, to ensure that schools were open and ready for students after the break. Controller Wright spoke of similar circumstances 12 years ago, when the damage was significant, and the decision taken thereafter to install cold water sensors in Board facilities. He indicated that one employee monitors the sensors and was able to provide warnings.

A trustee thanked Controller Neale and his staff for their work. She stated that she had received far fewer calls regarding the safety of walking paths. She noted that Wards 7 and 8 were particularly badly hit with many trees down, and the City of Brampton is doing its best, but walking distances for many students are extended as they are unable to take the shortest route. Controller Neale advised that it will not be possible to reassess walking distances, and that the City of Brampton recognizes these concerns and have prioritized clearing of school walking routes.

PB-13, moved by Jeff White, that the report re Building and Property Damages – Winter Break 2013, be received.

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**15. Tender Activity Report**

PB-14, moved by Meredith Johnson, that the Tender Activity Report for October 28, 2013 to December 6, 2013, be received.

..... carried

**16. Vandalism and Year End Summary Reports**

PB-15, moved by Meredith Johnson, that the Vandalism Reports for September and October 2013, be received.

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**17. Property Loss Report**

A trustee asked whether there have been any tentative claims by property owners due to trees on Board property falling on their properties. Controller Neale reported that a contractor visited the sites and most of the damage is contained on Board property. He added that the Board's insurance covers such claims.

PB-16, moved by Meredith Johnson, that the Property Loss Report, be received.

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**18. Question Period**

Trustee Malhi reported on confusion regarding busing for students attending James Grieve Public School on January 6, 2014. While there was no busing for Caledon students, busing was available for Brampton students attending James Grieve Public School located in Caledon. The electronic messaging regarding busing was not clear whether the Brampton students would be bused to their Caledon school. Controller Neale advised that the student transportation companies have been advised about this issue since three bus drivers were absent. He stated that a plan is being developed to address such issues.

Trustee Malhi reported that fire alarms went off at Sandalwood Heights Secondary School and students were outside without their coats. There was no fire and she inquired about the reason for the fire alarms going off. Thomas Tsung, Manager of Maintenance Services, reported that the cause of the fire alarm was a frozen sprinkler.

**19. Public Question Period**

There were no public questions.

**20. Adoption of the In Committee Report**

PB-17, moved by Jeff White, that the report of the In Committee Session re: Alloa Replacement School – Update (oral); Britannia Farm – McLaughlin Road Widening – Update; Centennial Senior Public School – Transfer of Easement to Rogers Communication; Tender Activity Report - October 28, 2013 to December 6, 2013, and Question Period, be received, and that the recommendations contained therein, be approved.

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**21. Adjournment**

PB-18, moved by Steve Kavanagh, that the meeting adjourn (18:55 hours).

..... carried

..... Chair ..... Secretary