

## 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, September 9, 2015 at 18:20 hours.

Members present:

David Green, Chair  
Carrie Andrews  
Stan Cameron  
Robert Crocker  
Janet McDougald  
Suzanne Nurse  
Rick Williams

Trustees also present:

Nokha Dakroub  
Sue Lawton  
Kathy McDonald  
Harkirat Singh

Administration:

Randy Wright, Controller, Planning and Accommodation Support Services  
(Executive Member)  
Tania Alatishe-Charles, Controller, Finance Support Services  
Wendy Dowling, Superintendent of Education, Early Years  
Jaspal Gill, Associate Director, Operational Support Services  
David Neale, Controller, Corporate Support Services  
Tony Pontes, Director of Education  
Joe Weinberg, Controller, Facilities and Environmental Support Services

Marina Amin, Board Reporter

### 1. Approval of Agenda

The following changes were made to the agenda:

Item 9.2      Draft Policy and Procedures Pupil Accommodation Review (PAR) and  
Community Planning and Partnerships (CPP) – Update Report (revised  
page circulated)  
Draft Copy of Policy #45 – Pupil Accommodation Review (revised page  
circulated)  
PowerPoint Presentation (copy circulated)

PB-62, moved by Suzanne Nurse, 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, June 2, 2015**

PB-63, moved by Carrie Andrews, that the minutes of the Physical Planning and Building Committee meeting, held June 2, 2015, be approved.

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**4. STOPR – Student Transportation of Peel Region Minutes, April 24, 2015**

PB-64, moved by Rick Williams, that the minutes of the STOPR – Student Transportation of Peel Region Meeting, held April 24, 2015, be received.

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**5. Major New Construction Projects 2014 – 2015**

Recalling his update report at the Regular Meeting of the Board on September 1, 2015, Controller of Planning and Accommodation Support Services, Randy Wright reported that deadlines were met in regard to the six new schools and Full Day Kindergarten projects for 2014 – 2015. He stated that renovations and additions have commenced at The Woodland, Hillside Public School, and Streetsville Secondary School.

Chair Green expressed appreciation for the work done by custodians to ensure that schools are clean and ready for students on the first day.

PB-65, moved by Sue Lawton, that the report regarding Major New Construction Projects 2014 – 2015, be received.

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**6. Draft Policy and Procedures Pupil Accommodation Review Guideline (PAR) and Community Planning Partnerships Guideline (CPP) - Update**

A revised copy of the report and page 3 of the draft Planning and Accommodation Support Services 5 operating procedure, as well as a copy of the PowerPoint presentation was circulated.

Controller of Planning and Accommodation Support Services, Randy Wright, highlighted confirmed dates for holding community consultation meetings prior to approval of the proposed draft policies and procedures. He noted that staff will be meeting with community members in the coming weeks to explain the draft policies and procedures in regard to Pupil Accommodation Review and Community Planning Partnerships Guidelines. Using a PowerPoint presentation, Controller Wright reviewed highlights from draft Policy 45 - Pupil Accommodation Review and Policy 77 - Community Planning and Partnerships guidelines, noting the requirement for formal consultations between school boards, municipal governments, and other community partners, on underutilized space.

**6. Draft Policy and Procedures Pupil Accommodation Review Guideline (PAR) and Community Planning Partnerships Guideline (CPP) – Update (Continued)**

He reviewed the five stages of the Pupil Accommodation Review, namely: identification, which includes the option for a modified accommodation review; community consultation, review and analysis; public delegations; presentation to the Board; implementation. Controller Wright outlined steps for proceeding with a modified accommodation review process, including the need for a minimum of one public meeting over three months and two or more specific criteria, such as: distance to an alternative facility less than the eligible transportation distance set out in Transportation Policy #39 for 60% of the students or more; utilization rate of 60% or less; less than 200 students enrolled in elementary school or less than 500 students enrolled in secondary school; relocation of any program at a school in which the enrolment is greater than or equal to 50% of the school's enrolment. Controller Wright described how the two policies are interwoven, and he highlighted the requirement for additional collaboration in terms of annual sharing of planning information, notifying eligible partners when key information about facility partnerships or planning is changed, and incorporating relevant information from municipalities and community partners into the initial staff report. The area maps included in the report were historically reviewed in regard to changes in student density from 2005 to 2015, current schools with enrolment less than 60%, and schools with enrolment less than 60% in five years.

Trustees questions of clarification were responded to, including: partnerships must sustain themselves with respect to custodial needs and utilities; leases will be subject to regulation and do not prevent the Board from selling a property if found to be the best economic alternative; two-step process involved for leasing or selling a property. Associate Director Gill clarified that the decision to lease or sell a property will depend on the needs of the Board at the time. He explained that short and long term leases are explored, and that the Board's need for the property is assessed within that period. If there is no requirement for the facility, the Board will then proceed with selling the property.

PB-66, moved by Rick Williams, that the update report regarding Draft Policy and Procedures Pupil Accommodation Review Guideline (PAR) and Community Planning Partnerships Guideline (CPP), be received.

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**7. Application Status Update**

Intermediate Planning Officer, Branko Vidovic, stated that the status update report lists development applications reviewed by staff for the months of June and July 2015.

PB-67, moved by Suzanne Nurse, that the Application Status Update report for the months of June and July 2015, be received.

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**8. Tender Activity Report**

PB-68, moved by Harkirat Singh, that the Tender Activity Report for the period May 22, 2015 to August 19, 2015, be received.

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**9. Castlebrooke Secondary School – City of Brampton 2014 Design Award**

Controller Wright reported that Castlebrooke Secondary School has been selected by the City of Brampton to receive the 2014 Design Award for its contribution to urban design in Brampton. He stated that Queen Street Public School received a similar award some time ago. Controller Wright noted that the application for this award was submitted, with the Board's permission, by CS&P Architects.

PB-69, moved by Stan Cameron, that the report regarding Castlebrooke Secondary School – City of Brampton 2014 Design Award, be received.

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**10. Question Period**

Board Chair McDougald recalled trustee discussion about allowing principals to access the Student Transportation Of Peel Region (STOPR) site to accommodate requests for courtesy busing, prior to the October 15 date. She acknowledged that this was allowed in schools where enrolment numbers had stabilized, and in the interest of helping families. Janet McDougald noted, however, that principals are unaware that they no longer have access. Controller Neale provided details of the busing process followed by STOPR, and confirmed that courtesy busing requests are generally addressed when enrolment has stabilized at schools. While reiterating the Board's intent to facilitate courtesy busing earlier, in schools where stabilized enrolment becomes evident before the October 15 date, Tony Pontes highlighted the Board's priority to ensure that qualifying students get busing, and that buses run on time. Janet McDougald requested that superintendents of education clarify the process with their principals so that they can provide answers to their community. In this regard, Chair Green requested the Board to also consider courtesy busing requests prior to mid-October from parents who have medical conditions and are unable to drop off their children at school.

Trustee Williams reported on calls from parents about challenges being faced with respect to courtesy busing for students with a medical condition. Director Pontes advised that the Board will consider documented medical conditions or cases of exceptionalities and he asked Trustee Williams to update the superintendent of education, so that the matter can be reviewed with the respective principal. Trustee Crocker reported on the late arrival of buses, and that some buses did not arrive at school. Controller Neale advised that such incidents can happen during the first week of school, even though school bus drivers do a dry run of their routes prior to opening day. He stated that the situation will improve by the second week of September. It was noted that there is follow-up with the bus company when such incidents occur.

**10. Question Period (Continued)**

Trustee McDonald asked about courtesy busing for children not living within the school boundary area. Controller Neale provided details about the flexible boundary policy, stating that parents may make such requests through their school. Trustee Singh asked about courtesy busing for siblings of special needs students. Responding that courtesy busing is not offered on special education bus routes, Controller Neale indicated that some concessions have been made for compassionate and compelling reasons. Requests may be forwarded through the superintendent of education, or parents may directly appeal to STOPR.

Trustee Lawton reported on safety concerns from her community and asked whether the Board has an emerald ash borer treatment or removal plan. Controller of Facilities and Environmental Support Services, Joe Weinberg, explained that school custodians regularly review and inspect sites for safety, and address concerns. He noted that the ice storm had destroyed a number of trees. So far, damaged trees at twelve schools have been removed, and the work is ongoing. Highlighting the high cost involved for tree removal, Controller Weinberg stated that removal is prioritized by risk and safety.

Trustee Cameron queried about upgrades and refurbishments at Herb Campbell Public School. Associate Director Gill stated that, so far, Ministry approval has not been received for any capital projects. Follow-up is being maintained and approval is expected by end October/early November this year. If Herb Campbell Public School is not included in the approved list of capital projects, staff will follow-up with the Ministry for details and an update report will be brought to a future Board meeting.

Trustee McDonald asked about a gym facility for Agnes Taylor Public School. Associate Director Gill provided details about the order of priority for submitting funding requests to the Ministry, namely, funding for new schools, funding for existing school additions based on long-term projections, and requests for funding school-specific projects. He noted that the Board will continue to identify and follow-up with the Ministry on funding requests for school-specific needs. He added that, during the Annual Planning Document process, long term projections will be reviewed and needs identified, and based on approval by the Board, capital funding will be sought from the Ministry.

Trustee Williams asked about the \$100 Million Renewal Initiative and permanent financing in the way of sale of debentures for school renewal projects. Associate Director Gill explained the process of borrowing funds to meet renewal needs, prior to the announcement of Good Places to Learn funding by the Ministry. He noted that the Board received \$100 million in the first phase of Good Places to Learn funding and that the earlier process of borrowing for renewal projects was discontinued.

**11. Public Question Period**

There were no public questions.

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

PB-70, moved by Harkirat Singh, that the report of the In Committee Session re: Ray Lawson Public School Bus Shelter Encroachment – City of Brampton; Alloa Holding School – Mayfield Road Widening; Tender Activity Report for May 22, 2015 to August 19, 2015, and Question Period, be received, and that the recommendations contained therein, be approved.

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**13. Adjournment**

PB-71, moved by Janet McDougald, that the meeting adjourn (19:30 hours).

..... carried