

# Regular Board Meeting

## Meeting Minutes: Wednesday, February 22, 2017

**Date/time:** Wednesday, February 22, 2017 Started: 10:00 AM Ended: 3:30 PM  
**Location:** Holy Family Catholic Education and Conference Centre  
**Purpose/notes:** Regular scheduled meeting  
**Chaired by:** Carmen Doris  
**Minuted rec. by:** Carmen Doris  
**Status:** Minutes distributed

### Attendance

**Present:** Jody Bekevich, Fay Cailliau, Ryk David Badger, Carmen Doris, Gary Fisher, Aimee Hirtle, Dianne Lavoie, Carmelle Lizee, Nigel McCarthy, Margaret Michaud, Cora Ostermeier, Jim Taplin, Betty Turpin, Kelly Whalen  
**Absent:** Beatrice Wright

### Meeting documents

33 documents attached to agenda items below

### Agenda

## 1. CALL TO ORDER

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### 1.1. Call To Order

Chair Whalen called the meeting to order at 10:04 a.m. at the Holy Family Catholic Education and Conference Centre in Peace River, Alberta.

**Status:** Completed

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## 2. PRAYER

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### 2.1. Prayer

Chair Whalen led the meeting with a group prayer.

**Status:** Completed

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## 3. ADOPTION OF AGENDA

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### 3.1. Adoption of Agenda

**MOVED:** the Board adopt the agenda for the February 22, 2017 Regular Board Meeting, as presented.

**Resolution #:** 105-02-2017

**Moved:** Margaret Michaud

**Seconded:**

**Status:** Carried

**Vote:**

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## 4. ADOPTION OF MINUTES

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### 4.1. Adoption of Regular Board Meeting Minutes January 17, 2017

**MOVED:** the Board adopt the minutes of the January 17, 2017, Regular Board Meeting, as amended.

**Resolution #:** 106-02-2017

**Moved:** Carmelle Lizée

**Seconded:**

**Status:** Carried

**Vote:**

- 2017-01-17 Board Meeting Minutes.pdf
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## 5. TRUSTEE REPORTS/ROUND TABLE

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### 5.1. Board Meeting Evaluation - January 17, 2017

Trustees provided a verbal report of their role as Trustee for the month of January in a round table discussion.

The purpose and viability of the monthly board meeting evaluation form was discussed.

The consensus of the Board was to change the questions to:

1. What went well in this meeting?
2. What could have been better in this meeting?
3. Keep #5 "The Superintendent provided the Board with balanced, sufficient, concise information, and where appropriate, clear options and recommendations." with a Yes or No answer. A signature line will also be added.
4. Remove the Positive Path Forward at the top of the page.

The Board requested that the Monthly Role of the Trustee Report be attached to the agenda every month.

**Status:** Completed

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### 5.2. Report from Trustee David - January 2017

The report from Trustee David Badger was received for information. Superintendent Turpin noted that the First Nation, Métis and Inuit Monthly Report for St. Stephen's School should be added to Trustee David Badger's report to Western Cree Tribal Council. The report will be forwarded to Trustee David Badger when it is received at Central Office.

**Status:** Completed

- 2017-01 Report to Western Cree submitted by Trustee David Badger.pdf

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## 6. Board PD - Division Level

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## 7. Board PD - Trustee PD Funds

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### 7.1. News Article in Edmonton Journal - Education Minister re: Trustee PD Funds

Chair Whalen brought the article that was published in the Edmonton Journal "Education Minister Disappointed in Catholic Trustees Expenses", to the Board's attention. There is a heightened sensitivity in the government as to how public dollars are being expended. The Board's Policy 7 provides an allocation of pd funds not to exceed \$4,000.00 per trustee per four-year term. It is also an expectation that a Trustee wishing to utilize the funds will give prior notice to the Board. Corporate Treasurer Hirtle previously provided a balance remaining of each Trustee's professional development funds.

**Status:** Completed

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## 8. NEW BUSINESS

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### 8.1. Request from Knowledge Tree

**MOVED:** the Board approve the request from the Knowledge Tree Pre-School to build a fence, at their expense, on the property at St. Stephen's School to accommodate licensing standards.

**Resolution #:** 107-02-2017

**Moved:** Fay Cailliau

**Seconded:**

**Status:** Carried

**Vote:**

- 2017-01-17 Knowledge Tree Request for Approval to Replace Fence.pdf
  - playground photo.jpg
  - St. Stephen's School Playground Map.pdf
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### 8.2. 2017-2020 Three-Year Facility Plan

**MOVED:** The Board approve the 2018-2021 Three-Year Facility Plan, as amended, and that the Plan be submitted for Ministerial approval.

**Resolution #:** 108-02-2017

**Moved:** Dianne Lavoie

**Seconded:**

**Status:** Carried

**Vote:**

- 2017-2020 Three year facility plan.pdf
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### 8.3. Purchase of Division Computers

**MOVED:** the Board approve the quote from BCOM for the purchase of computers at the rate of \$272,399.00, plus GST.

**Resolution #:** 109-02-2017

**Moved:** Gary Fisher

**Seconded:**

**Status:** Carried

**Vote:**

- Division Computers - Quotes and Recommendation.pdf
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#### 8.4. NET Visit

Superintendent Turpin provided an overview of the application process to NET Ministries to have the Division schools participate in an iNFUSE program which involves youth ministers working in the schools along with parish communities to evangelize youth. This is a two-year commitment.

Trustees are invited to attend a meeting on March 14, 2017, from 9:00 a.m. to 12:00 noon, at Central Office with NET Ministries. This meeting will give a presentation on iNFUSE and what their requirements will be. The group will also be touring some of the schools and the communities.

**Status:** Completed

- NET Visit.pdf
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#### 8.5. ASBA Zone 1 Proposed Bylaw Amendments

Vice-Chair Lavoie provided an overview of the proposed ASBA Zone 1 Bylaw amendments.

**MOVED:** the Board approve the proposed amendments to the ASBA Zone 1 Bylaws, as presented.

**Resolution #:** 110-02-2017

**Moved:** Dianne Lavoie

**Seconded:**

**Status:** Carried

**Vote:**

- Proposed Amendments 2017 ASBA Zone One operations manual (1).docx
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#### 8.6. Tender for the Rosary School Boiler System

**MOVED:** the Board accept the bid from AGS Mechanical for the Boiler Replacement at Rosary School at the rate of \$137,000.00, plus GST.

**Resolution #:** 111-02-2017

**Moved:** Margaret Michaud

**Seconded:**

**Status:** Carried

**Vote:**

- Rosary Boiler Tender.pdf
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### 8.7. Education Service Agreement - Western Cree Tribal Council

Trustee David Badger provided an overview of the meetings he attended with Duncan's First Nation to review the Education Service Agreement with INAC. The agreement was also sent to Western Cree Tribal Council and Sturgeon Lake Cree Nation for input.

**MOVED:** the Board approve the Education Service Agreement with INAC for one year, as presented.

**Resolution #:** 112-02-2017

**Moved:** Ryk David Badger

**Seconded:**

**Status:** Carried

**Vote:**

- Jan 30 INAC Agreement.pdf
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### 8.8. August Board Meeting Date

**MOVED:** the Board reschedule the August 15, 2017 Regular Board Meeting to August 22, 2017.

**Resolution #:** 113-02-2017

**Moved:** Fay Cailliau

**Seconded:**

**Status:** Carried

**Vote:**

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### 8.9. April Board Meeting Date

**MOVED:** the Board reschedule the April 18, 2017 Regular Board Meeting to April 25, 2017.

**Resolution #:** 114-02-2017

**Moved:** Carmelle Lizée

**Seconded:**

**Status:** Carried

**Vote:**

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### 8.10. Disposal of Holy Family School

Vice-Chair Lavoie requested a copy of the Valuation of the Real Estate Property for the Holy Family School property in Grimshaw prepared by AGM Valuations Group Ltd.

**MOVED:** the Board declares the property known as Holy Family School at Plan 183RS Block C, as surplus and proceed with obtaining Ministerial approval for disposition of the property.

**Resolution #:** 115-02-2017

**Moved:** Dianne Lavoie

**Seconded:**

**Status:** Carried

**Vote:**

- 2016-01-18 AGM Valuation Group Ltd. re Valuation of Real Estate Property (Holy Family School).pdf
  - Holy Family School title.pdf
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## 9. OLD BUSINESS

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### 9.1. Chamber of Commerce Membership Fees

The Board directed administration to renew the membership with the McLennan Chamber of Commerce for the 2016-2017 and that a letter be sent to other chambers advising them that the Board will not be renewing membership.

**Status:** Completed

- 20170125 - Response from McLennan Chamber re membership.pdf
  - Peace River Chamber Benefits.pdf
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## 10. IN CAMERA

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### 10.1. In Camera

**MOVED:** the meeting continue in camera at 11:46 a.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to a Transportation Request and Student Discipline Hearings.

**Resolution #:** 116-02-2017

**Moved:** Carmelle Lizée

**Seconded:**

**Status:** Carried

**Vote:**

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### 10.2. In Public

**MOVED:** the meeting continue in public at 12:08 p.m.

**Resolution #:** 117-02-2017

**Moved:** Carmelle Lizée

**Seconded:**

**Status:** Carried

**Vote:**

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### 10.3. Transportation Request

**MOVED:** the Board not approve the request for transportation from the Wald family, as per Board Policy 17.

**Resolution #:** 119-02-2017

**Moved:** Margaret Michaud

**Seconded:**

**Status:** Carried

**Vote:**

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## 11. INFORMATION - SUPERINTENDENT'S REPORT

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### 11.1. Superintendent's Report - February 2017

Superintendent Turpin highlighted items from her report. Pure Witness, the 2017 CCSSA Excellence in Catholic Education Award winner Julie Gummesen and the Division nominee Sandy Campbell, bussing for students from Sturgeon Lake, Religious Education pd session and the Nutrition Pilot Project update.

The Superintendent's report for January 2017 was received as information.

**Status:** Completed

- Superintendent's Report - February 2017.pdf
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## 12. INFORMATION - CORPORATE TREASURER'S REPORT

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### 12.1. Corporate Treasurer's Report

Corporate Treasurer Hirtle provided the Budget Status Revenue and Expense Reports, Cheque and EFT Ratifications and Summary of Cheque Listing.

The Corporate Treasurer's report for January 2017 was received for information.

**Status:** Completed

- 2016-17 Budget Status Expenses - January 31, 2017.pdf
  - 2016-17 Budget Status - Revenues - January 31, 2017.pdf
  - Cheque Ratification - January.pdf
  - EFT Ratification - January.pdf
  - Summary of Cheque Listing - January.pdf
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## 13. INFORMATION - ASSISTANT SUPERINTENDENT OF BUSINESS SERVICES' REPORT

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### 13.1. Assistant Superintendent of Business Services Report

Assistant Superintendent of Business Services McCarthy presented an update on ALARIE, IMR and Du North.

The Assistant Superintendent of Business Services Report for January 2017 was received for information.

**Status:** Completed

- 2017-01-30 Du North - Addendum to Lease Agreement.pdf
  - ALARIE History and Update.pdf
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## 14. INFORMATION - BOARD CHAIR'S REPORT

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### 14.1. Board Chair's Report

The Board directed administration to send a letter to the Board Chair of Buffalo Trail Public School expressing the Board's interest in attending the first meeting of the Rural School Boards prior to making a decision to join the association and also inquire if there would be membership fees.

Chair Whalen highlighted the letter of congratulations to the newly elected Chief of Driftpile First Nation, the letter to the Minister regarding Grimshaw Shared School Project - Gymnasium Lease Agreement, Meeting with the Minister of Finance, in Fairview on January 23, 2017 and the Approval for Project Funding for a Solar Technology System at Glenmary School.

The Board Chair's report for January 2017 was received for information.

**Status:** Completed

- 2016-12-05 Letter to Board Chair re Rural School Boards Caucus.pdf
  - 2017-01-02 Grishaw Shared School Project - Gymnasium Lease Agreement.pdf
  - 2017-01-13 Approval for Additional Project Funding for Solar Technology System at Glenmary.pdf
  - 2017-01-13 DriftPile First Nation Request a Delegation.pdf
  - 2017-01-19 Response from Buffalo Trail re Rural Caucus.pdf
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## 15. STANDING COMMITTEE REPORTS

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### 15.1. Committee of the Whole Meeting Minutes - February 6, 2017

**MOVED:** the Board adopt the minutes of the Committee of the Whole meeting of February 6, 2017, as presented.

**Resolution #:** 120-02-2017

**Moved:** Dianne Lavoie

**Seconded:**

**Status:** Carried

**Vote:**

- 2017-02-06 Committee of the Whole Meeting Minutes.pdf
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#### 15.1.1. Local Bargaining Negotiator

**MOVED:** the Board accept the recommendation of the Committee of the Whole and engage Janet Money as the Local Bargaining Negotiator for the upcoming bargaining sessions.



**Resolution #:** 121-02-2017

**Moved:** Gary Fisher

**Seconded:**

**Status:** Carried

**Vote:**

- Janet Money, Fee Schedule (3).pdf
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#### 15.1.2. Negotiations Committee Chair

**MOVED:** the Board accept the recommendation of the Committee of the Whole and appoint Trustee Fisher as the Chair of the Negotiations Committee for the 2016-2017 school year.

**Resolution #:** 122-02-2017

**Moved:** Carmelle Lizée

**Seconded:**

**Status:** Carried

**Vote:**

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#### 15.2. Teacher Board Advisory Committee Meeting - February 27, 2017 at 10:00 AM

Trustees Michaud, Lizée and Fisher will attend the Teacher-Board Advisory Committee Meeting on February 27, 2017.

**Status:** Completed

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#### 15.3. Student Discipline Hearing Committee - February 3, 2017

Previously discussed In Camera.

**Status:** Completed

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#### 15.4. Glenmary Modernization Update

Assistant Superintendent of Business Services McCarthy provided an update on the Glenmary Modernization and highlighted that the school staff has been very supportive and accommodating during construction.

**Status:** Completed

- Glenmary School update.pdf
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#### 15.5. Holy Family School Update

Assistant Superintendent of Business Services McCarthy provided an update on the Grimshaw Shared Facility Project and highlighted the end of construction date has changed from April 30th to May 31st.

**Status:** Completed

- Holy Family School Update.pdf
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#### 15.6. Ad Hoc Selection Committee re: Division Art Contest Winners

An Ad Hoc Committee meeting for the judging of the Division Art Contest was scheduled for March 14, 2017 at 1:00 p.m. A presentation of the winners' artwork will be displayed at the Division Faith Day on May 15, 2017.

**Status:** Completed

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#### 15.7. Negotiations Committee

Vice-Chair Lavoie provided a verbal report on the ASBA Boot Camp held on January 19, 2017 in Edmonton.

The Negotiations Committee meeting was scheduled on March 20, 2017 at 9:30 a.m. which will be followed by the meeting with the Local Bargaining Negotiator, Janet Money, in the afternoon at 2:00 p.m.

**Status:** Completed

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#### 15.8. Grimshaw Library Joint Use Meeting

Chair Lavoie reported she attended the Grimshaw Library Joint-Use Advisory Committee on January 23, 2017.

**Status:** Completed

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### 16. ASSOCIATION BUSINESS

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### 17. OTHER COMMITTEES

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#### 17.1. ACSTA Board of Directors' Meeting - Feb. 2 & 3, 2017

Trustee Michaud provided a verbal report on the ACSTA Board of Directors' Meeting she attended, as the alternate, on February 2 and 3, 2017, in Edmonton.

Trustee Michaud reported that ACSTA requested notification of when Boards meet with MLAs or other government officials and to be provided with the topics of discussion. The Board directed Trustee Cailliau to request further clarification at the next Board of Directors' Meeting.

**Status:** Completed

- ACSTA Board of Directors' Meeting Minutes Feb 3 2017.pdf
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#### 17.2. ASBA Zone 1 Meeting - January 25, 2017

Vice-Chair Lavoie provided a verbal report on the ASBA Zone 1 Meeting of January 25, 2017.

The Board directed administration to send a card to past President, Helen Cleese, and a card of congratulations to ASBA President, Mary Martin.

The next ASBA Zone 1 meeting will be held on March 16, 2017 starting at 9:30 a.m. with registration, at the Holy Family Catholic Education and Conference Centre.

**Status:** Completed

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### 17.3. Grimshaw Community Services Meetings- January 18, 2017

Chair Whalen provided a verbal report on the Grimshaw Community Services Meetings held on January 18, 2017 and February 16, 2017.

**Status:** Completed

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### 17.4. Archdiocesan Pastoral Council

Trustee Fisher noted he is unable to attend the upcoming Archdiocesan Pastoral Council Meeting on March 4th meeting in Peace River at 10:00 a.m. Trustee Lizée will attend as the alternate.

**Status:** Completed

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## 18. NEXT MEETING

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18.1. Next Meeting: March 21, 2017 at 10:00 AM

**Status:** Completed

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## 19. ADJOURNMENT

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19.1. Adjournment

**MOVED:** the meeting be adjourned at 2:14 p.m.

**Resolution #:** 123-02-2017

**Moved:** Ryk David Badger

**Seconded:**

**Status:** Carried

**Vote:**

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Board Chair

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Assistant Superintendent of Business Services