



**2020-2021 Annual Shared Community Planning and Partnerships (CPP) Virtual Meeting**  
**Co-hosted by the Catholic District School Board of Eastern Ontario and the Upper Canada District School Board of Eastern Ontario**  
**June 16, 2021, 10:00 a.m. - 11:30 a.m., Virtual Microsoft Teams Meeting**

**List of Attendees:**

<b>First Name</b>	<b>Last Name</b>	<b>Organization</b>	<b>Role</b>
Ann	Zeran	Cornwall Community Hospital	Director of Community Addiction and Mental Health
Angela	Warren	Canadian Mental Health Association Champlain East	Manager, Public Education
Ashley	Hutchinson	CDSBEO	Manager of Finance
Bonnie	Norton	CDSBEO	Associate Director of Education & Treasurer
Carma	Williams	Township of North Glengarry	Deputy Mayor
Catherine	De Quimper	United Counties of Prescott-Russell	Data Analysis Coordinator
Céleste	Cordonnier	Corporation of the Town of Hawksbury	Planner
Charlyn	Downie	Limestone District School Board	Planning Officer
Cherie	Mills	United Counties of Leeds & Grenville	Manager of Planning Services
Danika	Joly	United Counties of Prescott-Russell	RECE, Supervisor, Social Services Early Years Services
David	Smith	Township of South Stormont	Deputy Mayor
Debbie	Wood	Municipality of North Grenville	Planning Clerk
Debi	LucasSwitzer	Township of South Stormont	Chief Administrative Officer
Diane	Smithson	Corporation of the Town of Carleton Place	Chief Administrative Officer
Francine	Metcalfe	St. John Bosco Children's Centre	Director
Jennifer	Drury	Champlain Daycare Services	Director of Daycare Services

Jennifer	Maclsaac	Corporation of the Township of South Stormont	Councillor
Jeremy	Hobbs	UCDSB	Executive SO, Business Administration
Judi	Kaiser	UCDSB	Facilities Operations Manager
Julie	Jordan	More Than Just Babysitting Daycare Services	RECE, Program Manager, Kemptville Main Site
Kathy	Lafontaine	More Than Just Babysitting Daycare Services	RECE, Site Supervisor, Holy Cross CS, Kemptville
Kim	Goodman	Township of Leeds and the Thousand Islands	Director of Community and Business Services
Kylie	Currie	Child Care United of Leeds & Grenville	RECE, Executive Director
Leila	Stafford	Township of Rideau Lakes	Recreation and Volunteer Coordinator
Lindsey	Veltkamp	Corporation of the Town of Prescott	Director of Administration/Clerk
Lisa	Hunt	CDSBEO	Risk & Community Outreach Coordinator
Moe	Hammoud	The Township of North Stormont	Junior Planner
Monika	Ferenczy	Horizon Educational Consulting	Education Consultant & Assessor
Nancy	Kelly	Centre Éducatif Les Petits Trésors	Executive Director
Peter	Bosch	UCDSB	Manager, Design and Construction
Ronald	Eamer	CDSBEO	Trustee, City of Cornwall and Glengarry County
Ruth	Shay	More Than Just Babysitting Daycare Services	Program Director
Shagana	Muttiah	Municipality of North Grenville	
Stephanie	Keyes	CDSBEO	Admin. Assistant to Associate Director Norton
Stephanie	Jaworski	Township of South Glengarry	Councillor
Suzanne	Flaro	UCDSB	Planner, Planning & Research Department
Sylvie	Labrèche	Centre Éducatif Les Petits Trésors	RECE, Assistant Director & Human Resources Manager
Tammy	Costello		
Tammy	Kealey-Donaldson	Lanark County	Children's Services Manager
TVT		Tay Valley Township (TVT)	Deputy Clerk
Tim	Mills	Township of South Glengarry	Chief Administrative Officer
Timothy	Simpson	United Counties of Stormont, Dundas and Glengarry	Chief Administrative Officer

## SUMMARY

Slides and additional information related to the 2020-2021 CPP Meeting are available on each board's web site:

Catholic District School Board of Eastern Ontario: <https://www.cdsbeo.on.ca/our-schools/community-planning-and-partnerships/>

Upper Canada District School Board: [http://www.ucdsb.on.ca/community/community\\_planning\\_partnerships](http://www.ucdsb.on.ca/community/community_planning_partnerships)

### **Presented by:**

Bonnie Norton, Associate Director of Education, CDSBEO

Jeremy Hobbs, Executive Superintendent of Business Services, UCDSB

Sarah Crawford, Manager, Planning, UCDSB

Mrs. Norton, Mr. Hobbs and Ms. Crawford presented the PowerPoint Presentation virtually to participants in a combined fashion. Presenters spoke about their respective board data and provided the opportunity for participants to ask question.

### **Q&A:**

Participants were provided the opportunity to pose questions by way of virtual chat or through other means such as email following the presentation. The Q&A has been listed below.

#### **Question #1:**

Can the CDSBEO provide examples of current Community Partnership Agreements that they may have in their schools?

#### **Answer:**

At this time the CDSBEO does not have any examples of Community Partnership Agreements in the three qualifying schools, Iona Academy in Williamstown, St. Finnan's in Alexandria and St. Francis Xavier in Brockville; however, the CDSBEO does have partnerships with third-party childcare providers in these schools.

#### **Question #2:**

Where does the data comes from for the housing starts by Municipality? The presentation states the source as UCDSB Housing Study 2021. Discrepancy in figures for the Township of South Stormont.

#### **Answer:**

The UCDSB Planning Department conducts an annual Housing Study to survey each municipality in the board's jurisdiction for information on new housing starts for the last year (2020), and expectations for the next year. Respondents will typically be staff in the Building or Planning Departments. As stated in the presentation, where information was not provided at a few places, an assumption was made to keep the number

of new housing starts the same as in 2019 until corrections can be made following the meeting or in subsequent surveys. The UCDSB to follow-up with representative from Township of South Stormont to update housing data, if required.

**Question #3:**

How does the transition out of the metro areas that is occurring factor into your planning?

Is the data factoring in demographics of who is purchasing the homes in the area taken into consideration? (i.e. sales of homes by retired families & purchase of homes by families with school age children)

What considerations are given for subdivisions in planning phases?

**Answer:**

There are several factors that impact school age (4-17) population that is used to develop school board enrolment projections. Activity affecting this population is incorporated into annual updates to estimates:

- Births support the projections of new kindergarten students 4 years later.
- Migration in and out of school boundary areas by the 4-17 age group regardless of whether it is into a new or existing home. Assumptions about the level and duration of migration trends are accounted for in population projections. Related to this is the consideration of which demographic groups are moving into new homes and from where they are coming (ie. inside the board or outside of the board).
- Although not affecting population, school board enrolment levels are strongly impacted by the choice that families make as to their child's educational programming, whether it is one of the four public school boards, private school, or as is relevant in the 2020-21 school year due to COVID-19, homeschooling.

**Question #4:**

The On The Ground (OTG) capacity of pupil spaces calculation "rules" are often problematic for planning in that daycare spaces that are "reversible" are not considered in reducing the effective OTG capacity. Is this an area of potential joint advocacy between school boards and municipalities to have those calculation "rules" changed to better reflect reality?

**Answer:**

Where permanent renovations are made to accommodate a daycare in the school, there is an opportunity to have the student pupil places removed from the OTG. The respective school board would need to ensure that these rooms have the OTG rated to "0". When the spaces used for daycare only are regular classrooms, they are considered "reversible" and therefore continue to be counted in the OTG.

**Question #5:**

Are there any school boundary changes planned that would cause an increase/decrease in enrollment at certain schools?

**Answer:**

The CDSBEO does not have any planned boundary changes at this time.

The UCDSB board has 2 board approved boundary changes related to school consolidations that are planned for the short term. All final decisions can be accessed at the following public link to UCDSB Board Docs: [Attach 1 Pupil Accommodation Review Final Staff Report 2017](#)

1. South Branch E.S. regular program boundary will be consolidated with the Oxford-on-Rideau P.S. boundary upon its closure, planned to be effective Sept. 2022.
2. Roxmore P.S. French Immersion boundary will be consolidated with the North Stormont P.S. regular program boundary upon its closure, planned to be effective Sept. 2022. In addition per board approval, "Contingent upon approval for the closure of Rothwell-Osnabruck School (grades 7-12), all new registrants from a northern portion of the current K-6 Rothwell-Osnabruck Regular French/English attendance boundary (north of Ingleside) be with aligned with Roxmore P.S. once its consolidation with North Stormont P.S. is complete."

**Question #6:**

Per the Community Planning and Partnerships Guideline, there is an expectation that school boards, when considering significant additions or renovations, notify potential community partners 1 to 3 years prior to the construction start date so that these entities may express an interest in co-building with the board. How are these notifications happening now?

**Answer:**

Mr. Hobbs spoke about the rigorous process required when submitting a Capital Priorities Business Case Proposal to the Ministry of Education for ministry funding consideration. The Capital Priorities Program provides school boards with an opportunity to identify and address their most urgent pupil accommodation needs. Capital Business Cases are reviewed by the Board of Trustees. Stakeholders may express their interest in co-building with the school board and provide long term plans. Should the board endorse these plans, the school board can then move forward with the Capital Priorities Business Case Proposal to the Ministry of Education.

Following ministry approval, school boards move through the site planning and permit process. School boards must follow the ministry's communications protocol requirements for all ministry funded major capital construction projects. This includes public communications, events, and signage.