



Finance Committee Meeting

Monday, September 8, 2025

6:30 p.m.

Norfolk Room - Education Centre

AGENDA

A - 1 Opening

Call to Order

- (a) Roll Call
- (b) Declaration of Conflict of Interest
- (c) Welcome/Land Acknowledgement

The Grand Erie District School Board recognizes Six Nations of the Grand River and Mississaugas of the Credit First Nation, as the longstanding peoples of this territory. We honour, recognize, and respect these communities as well as all First Nations, Métis and Inuit Peoples who reside within the Grand Erie District School Board. We are all stewards of these lands and waters where we now gather, learn and play, and commit to working together in the spirit of Reconciliation.

B - 1 Approval of the Agenda

Recommended Motion:

"THAT the Finance Committee agenda be approved."

C - 1 Consent Agenda

Recommended Motion:

"THAT the Finance Committee accept the September 8, 2025 Consent Agenda and the recommendations contained therein."

- * (a) Approve the minutes of:
 - (i) Finance Committee meeting dated June 9, 2025

D - 1 Business Arising from Minutes and/or Previous Meetings

E - 1 New Business

- * (a) [Long-Term Accommodation Plan \(LTAP\)](#) (R. Wyszynski) (I)
- * (b) Special Approvals Report – Cobblestone Elementary School (R. Wyszynski) (I)
- * (c) Capital Priorities Project Funding Submission 2025-26 (R. Wyszynski)

Recommended Motion:

"THAT the Capital Priorities Project Funding Submission 2025-26 to the Ministry of Education be forwarded to the September 22, 2025 Regular Board meeting for approval."

- * (d) Major Construction Project Report (R. Wyszynski) (I)

F - 1 Other Business

G - 1 Adjournment

"THAT the Finance Committee meeting be adjourned."

H - 1 Next Meeting Date: November 10, 2025 at 6:30 p.m.



Finance Committee Meeting

Monday, June 9, 2025

6:30 p.m.

Norfolk Room, Education Centre

MINUTES

Present: Committee Chair: T. Waldschmidt Trustees: G. Anderson, J. Bradford, R. Collver, S. Gibson, L. Passmore, E. Thomas

Administration: Director: J. Roberto, Superintendents: P. Ashe, K. Graham, L. Munro, L. Thompson, J. Tozer, R. Vankerrebroeck, J. White, R. Wyszynski, Senior Executive Assistant: C. Dero, Recording Secretary: K. Ireland-Aitken

Guests: Senior-Managers: C. Smith, A. Van Doorn

Visiting Trustees: B. Doyle, C.A. Sloat, L. Whiton

A - 1 **Opening**

(a) **Roll Call**

The meeting was called to order by Committee Chair T. Waldschmidt at 6:45 p.m. and roll call was confirmed.

(b) **Declaration of Conflict of Interest** - Nil

(c) **Welcome to Open Session/Land Acknowledgment Statement**

Committee Chair T. Waldschmidt read the Land Acknowledgement Statement.

B - 1 **Approval of the Agenda**

Moved by: L. Passmore

Seconded by: S. Gibson

THAT the Finance Committee agenda be approved.

Carried

C - 1 **Consent Agenda**

Moved by: S. Gibson

Seconded by: L. Passmore

THAT the Finance Committee accept the June 9, 2025 Consent Agenda and the recommendations contained therein.

(a) Approve the minutes of:

(i) Finance Committee meeting dated May 12, 2025

Carried

D - 1 **Business Arising from Minutes/Previous Meetings** – Nil

E - 1 **New Business**

(a) **Major Construction Project Report**

Presented as printed.

(b) **Energy Consumption and Greenhouse Gas Emissions Report 2023-24**

Presented as printed.



C-1-a-i

Finance Committee Meeting

Monday, June 9, 2025

6:30 p.m.

Norfolk Room, Education Centre

MINUTES

(c) **Core Education De-Brief 2025-26**
Presented as printed.

(d) **Draft Board Budget 2025-26**
Presented as printed.

Moved by: G. Anderson

Seconded by: R. Collver

THAT the 2025-26 Operating budget of \$425,435,645 be forwarded to the June 23, 2025 Regular Board meeting for approval.

Carried

Moved by: J. Bradford

Seconded by: L. Passmore

THAT the 2025-26 Capital budget of \$21,865,860 be forwarded to the June 23, 2025 Regular Board meeting for approval.

Carried

F - 1 **Other Business** – Nil

G - 1 **Adjournment**

Moved by: R. Collver

Seconded by: L. Passmore

THAT the Finance Committee meeting be adjourned.

Carried

The Finance Committee meeting adjourned at 7:49 p.m.

H - 1 **Next Meeting Date:** September 8, 2025, at 6:30 p.m.



Grand Erie District School Board

TO: JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **Long-Term Accommodation Plan (LTAP)**
DATE: September 8, 2025

In September 2023, Grand Erie District School Board's (Grand Erie's) Planning Department in collaboration with L&C Planning Consultants, developed long-term projections for the board and a guide for future accommodation planning for the district. This comprehensive [Long-Term Accommodation Plan \(LTAP\)](#) provided detailed information on enrolment, housing, population, demographic trends, and future accommodation activities including new schools, boundary reviews, additions, renovations, including a summary of action items for the next five (5) years. The LTAP also identified current and projected use of temporary accommodations (portables), the current facility condition, and identified areas where improved accessibility was required.

Since this initial publication, the planning department has updated various critical pieces of information including population projections, demographic shifts, actual enrolment counts, changes to facilities, a review of school utilization and development information from each of the municipalities. These inputs have modified several review areas within the LTAP which has resulted in an updated list of short-term action items. These action items are a guide for Grand Erie's accommodation and programming strategies for 2025-30.

Additionally, Grand Erie's 2025 LTAP presents a comprehensive overview of key developments, updates, and strategic recommendations. The document outlines critical areas of focus that are essential to supporting informed decision-making regarding student accommodation, facility planning, and resource allocation across the district.

Key highlights include:

- accomplishments, completed since the publication of the 2023 LTAP
- significant action items anticipated to be undertaken over the next five (5) years, with a focus on both 2025-26 and 2026-27
- status update of completed and initiated elementary and secondary program reviews
- updated population projections for Norfolk County as a result of updates to Norfolk County's Municipal Comprehensive Review Phase 1 Official Plan
- enrolment projections, more specifically the recent demographic and other changes that have led to lower enrolment projections for kindergarten students
- information and guidance to align with future accommodation directives from the Ministry of Education
- a review of the board's facilities, their utilization, and the impact of Facility Condition Index (FCI) scores on future decisions

In closing, the 2025 LTAP will serve as a foundational tool in shaping Grand Erie's ongoing efforts to manage facilities, enrolment, and building utilization with foresight and responsibility. As a forward-looking plan, the intent is to provide guidance for the district grounded in data and aligned with the goals in the Multi-Year Strategic Plan. The LTAP positions us to proactively address changing demographics and evolving educational needs. It enables the board to assess and optimize the size, location, and condition of school facilities to ensure they are appropriately scaled, efficiently utilized, and capable of supporting modern learning environments. Through strategic investments and long-term planning, the LTAP will guide our collective decision making by further focusing on the modernization of aging infrastructure, promoting equitable access to safe, inclusive, and future-ready schools across our communities.

Grand Erie Multi-Year Plan

This report is connected to all priorities: Learning, Well-being, and Belonging.

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business & Treasurer



Grand Erie District School Board

TO: JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board
 FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
 RE: **Special Approvals Report – Cobblestone Elementary School**
 DATE: September 8, 2025

Background

As per Purchasing Policy (BU-06); the Director of Education and Secretary of the Board and/or Superintendent of Business & Treasurer, in consultation with the Chair or Vice-Chair of the Board of Trustees, may approve contracts for supplies and services in excess of \$2,500,000 during months when there is no scheduled Board of Trustees meeting, e.g. July and August, and report such approvals at the first scheduled Board of Trustees meeting following approval.

There was one such approval, the Cobblestone Elementary School Addition and Child-Care project, during the months of July and August 2025.

Project Summary

In March 2021, the Grand Erie District School Board (Grand Erie) conducted a review which concluded with a capital submission for constructing a childcare addition onto Cobblestone Elementary School. The childcare is anticipated to be able to provide care for up to 64 infants and toddlers.

In March 2024, Grand Erie submitted a successful business case to the Ministry of Education for constructing additional classroom space at Cobblestone Elementary School to address ongoing accommodation pressure from increased enrolment. The addition will increase the school's on-the-Ground (OTG) capacity to 720.

On May 26, 2025, the Ministry of Education issued Grand Erie an Approval to Proceed (ATP) to tender as one project, confirming total combined funding in the amount of \$8,460,083.

The additions will expand the size of the existing school by 14,800 square feet. The following provides a brief overview of the scope:

- an eight-classroom addition to the west end of the building
- a new four-room childcare to the east end of the building
- paving including asphalt parking and expanded play area.
- outdoor site work

Grand Erie issued a Request to Tender 2025-65-T on May 30, 2025, with a closing date of July 8, 2025. The tender was issued to eight (8) prequalified general contractors (Reference: 2024-126-PQ). Bids were received from five (5) of the general contracting companies from the prequalified list and the results are listed in the table below.

Proponent	Stipulated Bid Price (Excl. HST)
DeFaveri Group Contracting Inc	\$7,346,000
Elgin Contracting and Restoration Ltd	\$6,718,000
GEN-PRO o/a 1320376 Ontario Ltd	\$7,428,428
PK Construction Inc	\$7,008,800
TRP Construction General Contractors o/a 1014542 Ontario Ltd	\$7,755,000

Additional Information

Business Services, in consultation with the project's architect, Grguric Architects Inc, have completed the necessary evaluation steps of the competitive process and the contract was awarded to **Elgin Contracting and Restoration Ltd.** for **\$6,718,000** for being the lowest bidder. The contract is within the amount estimated for this project in the capital budget.

Proposed Schedule:

Execution of Contract	Aug 2025
Commence Construction Phase	Aug 2025
Grand Opening	Sep 2026

Grand Erie Multi-Year Plan

This report is connected to all priorities: Learning, Well-being, and Belonging.

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business & Treasurer



Grand Erie District School Board

TO: JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **Capital Priorities Project Funding Submission 2025-26**
DATE: September 8, 2025

Recommended Motion: Moved by _____ Seconded by _____
 THAT the Capital Priorities Project Funding Submission 2025-26 to the Ministry of Education be forwarded to the September 22, 2025 Regular Board meeting for approval.

Background

Historically, the Ministry of Education releases its annual calls for submission of business cases under its Capital Priorities Program (CPP). These submissions, which usually include Child Care Capital funding, request that all school boards submit business cases identifying their highest priority capital needs.

Previous CPP requests have provided school boards with an opportunity to identify and address current accommodation needs related to the following opportunities:

- accommodation pressures
- school consolidation
- facility condition
- access to French Language schools

The 2025-2026 Capital Priorities Program has not been issued yet. Senior Administration recommends highlighting the project(s) that are high priorities for the district. These priorities will need to align with historical guidelines for business cases, which are summarized below: Capital Priority Submission Highlights/Summary Points

- Address current accommodation needs and should be considered “shovel ready”.
- Provide high-level summary information on future and long-term projections linked to municipal growth plans.
- Request childcare capital funding with larger projects.

Additional Information

Guided by Grand Erie’s [Long-Term Accommodation Plan \(LTAP\)](#), a potential business case will propose a new 10-12 classroom addition onto McKinnon Park Secondary School to address permanent accommodation pressure in the Town of Caledonia based on recent residential development. This would reduce the reliance on temporary accommodations at the facility and explore the possibility of incorporating one (1) or two (2) large, modernized specialized technology spaces such as automotive with an emphasis on comprehensive vehicle electrical repair services, transportation, or manufacturing. This will provide long-term, sustainable learning spaces responsive to future ready student opportunities.

Next Steps

Pending Ministry updates, a business case will be developed and submitted for the next Capital Priorities intake. This would not preclude Grand Erie from submitting additional business cases, such as capital improvements to existing sites or consolidation requests, should the Ministry’s announcement include criteria beyond those outlined in previous intakes.

Grand Erie Multi-Year Plan

This report is connected to all priorities: Learning, Well-being and Belonging.

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business & Treasurer



Grand Erie District School Board

TO: JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **Major Construction Project Report**
DATE: September 8, 2025

Background

As per Grand Erie District School Board's (Grand Erie's) Major Construction Policy (FA-01), the status of each active major capital project will be provided at each Finance Committee meeting. As per policy, this report shall include budgeted and actual costs to date, details of project progress and schedule for completion. A funding strategy will be recommended should forecasted expenditures for a project exceed the budget established.

Status

Grand River Public School

The new school successfully opened its doors to students on Tuesday, September 2, 2025. Work will continue on a few outstanding items over the next several weeks.

West Elgin Public School

The scope of this project is to construct a 98-pupil place addition, including a 3-room childcare centre, 1-room EarlyON Child and Family Centre and retrofit work at West Elgin Public school in Simcoe. This project was tendered and awarded to Reid & DeLeye Contractor's Ltd. Reid & DeLeye have initiated construction on the existing school.

Cobblestone Elementary School

The scope of this project is to construct a 4-room childcare addition to the east side of the existing building while constructing a 184-pupil place addition onto the west side of the building. This project was recently tendered and awarded to Elgin Contracting and Restoration Ltd. Grand Erie's Facility Services Department will begin working with Elgin Contracting and Restoration to establish the construction schedule for the upcoming renovations.

All active project details are listed in Appendix A.

Grand Erie Multi-Year Plan

This report is connected to all priorities: Learning, Well-being, and Belonging.

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business & Treasurer

Appendix A

Project	Type	Phase	Ministry Approval	Target Opening Date	Architect	Site Acquisition	Site Plan Approval (SPA)	Tender Awarded	General Contractor	Budget	Actual	Cost Forecast
West Elgin Public School	Addition / Renovation	Construction in Progress	Aug 04, 2017	Aug 31, 2026	Salter Pilon Architecture	N/A	Conditional Approval.	Yes	Reid & DeLeye Contractors Ltd	\$ 18,695,928	\$ 1,566,611	\$ 18,695,928
Blanche E. Williams Public School (Brantford)	New School	Construction in Progress	Oct 20, 2020	Sep 01, 2026	ZAS Architects	In Progress	Approved.	Yes	Aquicon	\$ 37,276,746	\$ 13,992,349	\$ 37,276,746
Grand River Public School (Caledonia)	New School	Substantially Complete	Nov 23, 2021	Aug 25, 2025	Svedas Architects	Completed	Approved.	Yes	Tambro	\$ 18,935,580	\$ 11,948,511	\$ 18,935,580
Cobblestone Elementary School Addition & Child Care	Addition / Renovation	Construction in Progress	Mar 25, 2021 Mar 27, 2024	Aug 31, 2026	Orguric Architects Inc.	Completed	Approved.	Yes	Elgin Contracting and Restoration Ltd.	\$ 8,460,083	\$ 385,100	\$ 8,460,083
Banbury Heights School Child Care	Addition	Substantially Complete	Mar 25, 2021	Aug 18, 2025	Orguric Architects Inc.	N/A	Approved.	Yes	TRP Construction	\$ 3,109,266	\$ 2,409,134	\$ 3,109,266
New Paris Elementary School	New School	Pre-Design	Jan 27, 2025	Sep 01, 2027	Snyder Architects	In Progress	Not Initiated	No	TBD	\$ 26,518,283	\$ 51,972	\$ 26,518,283