



## **Minutes of the Governance Committee Meeting Held on Tuesday, April 1, 2025**

Greg McNally Boardroom, Kemptville

### **PUBLIC SESSION**

#### **A. OPENING**

Meeting was called to order at 4:30 p.m.

##### **A.1 Territorial Acknowledgement**

##### **A.2 Opening Prayer**

#### **B. ROLL CALL**

##### **B.1 Board Members**

Present: Christopher Cummings, Chair  
Karen McAllister, Vice-Chair  
Jennifer Cooney  
Brent Laton  
Donna Nielsen  
Karen Torrie-Racine  
Sue Wilson  
Junior Malunda, Associate Student Trustee

Absent: Brooke Guindon, Student Trustee

##### **B.2 Senior Board Officials**

Present: Laurie Corrigan, Director of Education  
Ashley Hutchinson, Superintendent of Business/Treasurer  
Brent Bovaird, Superintendent of School Effectiveness  
Dawn Finnegan, Superintendent of School Effectiveness  
Julia Graydon, Superintendent of School Effectiveness

Tracy O'Brien, Superintendent of School Effectiveness

**B.3 Recorder:** Judith Bériault, Executive Assistant

**B.4 Others:** Amber LaBerge, Communications Lead  
Paul Mesman, Manager of Plant & Maintenance  
Fr. John Whyte, Faith Animator

**C. AMENDMENT TO AND APPROVAL OF AGENDA**

**COONEY – TORRIE-RACINE**

"That the Governance Committee approve the agenda of the Governance Committee Meeting of April 1, 2025, as presented."

Carried.

**D. DECLARATION OF PECUNIARY CONFLICT OF INTEREST – Nil**

**E. APPROVAL OF MINUTES**

**McALLISTER – WILSON**

"That the Governance Committee approve the minutes of the Governance Committee Meeting held on February 4, 2025, as presented."

Carried.

**F. PRESENTATIONS/RECOMMENDED ACTION ITEMS**

**F.1 2024-2025 Facility Condition and Capital Renewal; Superintendent Hutchinson**

Superintendent Hutchinson introduced Paul Mesman, Manager of Plant & Maintenance who presented a Facility Condition and Capital Renewal update. He started by sharing some CDSBEO facility facts, explaining the Facility Condition Index (FCI) and provided our FCI based on 2025 data. Schools are assessed by condition specialists every five years. He reviewed the process for selecting capital projects and the list of summer projects. The project selection process involves the VFA Facility database, plant & operations recommendations, and school requests.

**F.2 Capital Priority Update; Superintendent Hutchinson**

Paul Mesman, Manager of Plant & Maintenance, provided a status on the four capital projects currently started. He shared milestones, goals, and current challenges for each project. Projects include St. Mother Teresa CS, St. Thomas Aquinas CHS, Notre Dame CHS and St. Gregory CS.

**F.3 Leave Requests; Superintendent Finnegan**

Superintendent Finnegan provided a brief overview of Employee Leave Requests. She began by describing the various types of employee leaves, how employees access leaves, and the processes to follow, depending on the type of leave. Each leave request is confidential and dealt with individually.

**F.4 Religious Accommodations; Superintendent O'Brien**

Superintendent O'Brien and Fr. John Whyte, Faith Animator, provided a review of the administrative procedure, Religious Accommodations. They highlighted the areas where religion practice may require an accommodation, in accordance with the Code and OHRC's Guidelines on Developing Human Rights Policies and Procedures. The accommodation process, as well as the accommodation itself, should be effective and respectful of the dignity of accommodation seekers.

**G. INFORMATION ITEMS**

**G.1 Cheque-EFT Register; January 2025 – March 21, 2025**

**G.2 Bid Summaries**

**G.3 OCSTA: Nominations are Open for Position of OCSTA Director in Regions 1, 2, 3, 4, 5, 9, 10 & 11**

**H. CLOSING PRAYER**

**I. ADJOURNMENT**

**LATON – WILSON**

"That the Governance Committee Meeting of April 1, 2025, be adjourned."

Carried.

Adjourned at 6:05 p.m.