



2024-2025 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 5, 2025, 10:00 a.m. - 11:30 a.m., Virtual Microsoft Teams Meeting

List of Attendees:

Name	Organization	Title
Aaron Watt	Tay Valley Township	Deputy Clerk
Alexander Ivanov	Watson & Associates Economists Ltd.	Consultant
Alexus Ball	Township of Russell	Planner
Amanda Mabo	Tay Valley Township	CAO/Clerk
Ashley Hutchinson	Catholic District School Board of Eastern Ontario	Superintendent of Business & Treasurer
Beckwith Planner	Township of Beckwith	Planner
Benjamin de Haan	Municipality of South Dundas	CAO
Carole Dufort	Upper Canada District School Board	Trustee
Catherine de Quimper	United Counties of Prescott-Russell	Supervisor, Early Years Services
Cathy Gladu	St John Bosco Children's Centre	Executive Director
Chantal Anderson	Township of North Dundas	Junior Planner
Chelsey Coe	Lanark County Children's Services	Children's Services Supervisor
Cherie Mills	United Counties of Leeds and Grenville	Manager of Planning Services
David Jansen	Municipality of South Dundas	Director of Parks, Recreation, and Facilities
Dr. Linna Li	South East Health Unit	Deputy Medical Officer of Health
Guylaine Poirier	Township of Alfred and Plantagenet	Planner
Heather Gerber	Catholic District School Board of Eastern Ontario	Superintendent of School Effectiveness
Irwin Maxwell	City of Cornwall	

Jack Ammendolia	Watson & Associates Economists Ltd.	Partner
Jamie Fawthrop	The Township of South Glengarry	Chief Administrative Officer
Jason Green	Upper Canada District School Board	Assistant Manager - Design and Construction
Jeff Manley	SDG Rural Education Committee	Chair
Jenifer Leeder	Upper Canada District School Board	Manager, Design & Construction
Jennifer MacIsaac	Township of South Stormont	Councillor
Jeremy Hobbs	Upper Canada District School Board	Chief Business Officer & Treasurer
Joanne Haley	Township of South Glengarry	GM Planning, Building and Enforcement
Karen Torrie-Racine	Catholic District School Board of Eastern Ontario	Trustee
Karissa De Repentigny	Township of Alfred Plantagenet	Planning Technician
Karl Doyle	Township of South Stormont	Director of Planning and Building
Karl Grenke	Town of Smiths Falls	Manager of Development Services
Kirsten Cote	Township of Montague	Municipal Manager/Clerk
Kylie Currie	Child Care United of Leeds and Grenville	Executive Director
Lisa Hunt	Upper Canada District School Board	Risk and Community Outreach Co-ordinator
Marie-France St-Denis	Russell Township	Program Coordinator
Mary Derouchie	Young Achievers Daycare	Director
Maureen Adams	SDG Counties	Chief Administrative Officer
Maxwell Irwin	City of Cornwall	Planner
Melissa Banford	Township of Augusta	Planner
Melissa Friolet	Municipality of South Dundas	Recreation Coordinator
Nancy Kelly	Centre éducatif Les Petits Tresors	Executive Director
Paul Mesman	Catholic District School Board of Eastern Ontario	Manager of Plant Operations, Maintenance and Capital Projects
Phil Mosher	Municipality of North Grenville	Deputy Director of Planning
Pierre Leroux	The Nation Municipality	CAO
Ron Ferguson	Upper Canada District School Board	Director of Education
Ruth Shay	More Than Just Babysitting Child Care Centre Inc.	Executive Director
Sarah Crawford	Upper Canada District School Board	Manager, Planning
Shallan Bond	Young Achievers Daycare	Assistant Director
Shannon Brown	United Counties of Leeds and Grenville	Manager, Children's Services Department
Shannon Geraghty	Township of Augusta	CAO
Sherrie McColl	More Than Just Babysitting Child Care Centre Inc.	Site Supervisor
Sherry-Lynn Harbers	Township of South Glengarry	General Manager of Parks, Recreation and Culture
Stephanie Jaworski	Township of South Glengarry	Councillor
Stephanie Morin	SDG Counties	Senior Planner

Stephanie Woodman	Catholic District School Board of Eastern Ontario	Admin Assistant to Superintendent of Business
Suzanne Flaro	Upper Canada District School Board	Planner
Tawnya Boileau	South East Health Unit	School Health Coordinator

SUMMARY

Slides and additional information related to the 2024-2025 CPP Meeting are available respective board websites:

- 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

Presented by:

Ashley Hutchinson, Superintendent of Business & Treasurer, CDSBEO

Paul Mesman, Manager of Plant Operations, Maintenance and Capital Projects, CDSBEO

Jeremy Hobbs, Chief Business Officer & Treasurer, UCDSB

Sarah Crawford, Manager, Planning and Service Excellence, UCDSB

Lisa Hunt, Risk & Community Outreach Coordinator, UCDSB

Jenifer Leeder, Manager, Design and Construction, UCDSB

CDSBEO and UCDSB presenters walked participants through a virtual PowerPoint Presentation 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 a question/comment period following the presentation. The Q&A is listed below.

Question #1:

What opportunities exist for partnering with organizations, such as private schools, to help school boards achieve their space utilization goals?

Response:

School boards have the authority to make decisions regarding their school facilities and the use of their properties that are consistent with the Education Act and the Community Planning and Partnership Guidelines, where applicable.

Question #2:

Who can I speak with at both school boards regarding use of space prior to 6:00 p.m.?

Response:

Please reach out to Community Use of Schools at:

Upper Canada District School Board

[Community Use of Schools - Upper Canada District School Board](#)

Catholic District School Board of Eastern Ontario

[Community Use of Schools – Catholic District School Board of Eastern Ontario – CDSBEO](#)

Question #3:

Would school boards consider the idea of school boards and Consolidated Municipal Service Managers (CMSM) jointly engaging with the Ministry of Education to discuss potential solutions for expanding childcare spaces in our area? Leeds and Grenville CMSM is interested in pursuing this initiative.

Response:

CMSM should have a discussion with the Early Years Superintendent at each school board.

Question #4:

Should municipalities be worried that schools identified with having surplus spaces might face closure if the moratorium on school closures is lifted?

Response:

No plans currently for CDSBEO or UCDSB.

Question #5:

Glengarry Inter-Agency Group Inc. – The Learning Centre has recently decided to eliminate part-time opportunities for before/after school childcare programs. Do you anticipate this will affect their community partnership application for space utilization in schools for the upcoming school year?

Response:

Childcare operators do not occupy school space by way of Community Use of Schools permits. Instead, lease agreements are in place with all licensed third-party childcare providers.

Question #6:

Does either school board have plans to amend school boundaries?

Response:

No current plans for CDSBEO or UCDSB.

Question #7:

Reflecting on enrolment trends, are you seeing numbers above or below projections?

Response:

Overall, boards are currently experiencing stable to upward enrolment trends, which is different than 10-15 years ago when it was more downward. This trend of course does vary dependent on the school, programs offered and the number of school boards active in the same area. Both boards cover a very large geographic area and have, in more recent years, experienced unexpected increases in enrolment compared to enrolment projections in higher growth areas, typically within closer proximity to Ottawa.

Question #8:

How are housing starts, and community growth plans used by school boards?

Response:

School boards can use housing starts and community growth plans to support long term planning for future student accommodation needs. Projected housing starts provided by municipalities can be incorporated into longer term enrolment projections based on the estimated number of students, or student yield, that different types of housing can provide to a school in a board. Student yields can be calculated based on actual housing starts.

Along with information such as immigration policy changes, tracking actual housing starts can also signal changes in overall growth for the community and how it compared to initial expectations.

Question #9:

Do school boards collaborate with municipalities on project planning?

Response:

When there are future projects planned at boards, there are ongoing conversations with municipalities and third-party childcare partners. When planning for new schools and additions, CMSM's are consulted to determine if there is interest in new or expanded childcare facilities as part of the Capital Priority request. School Boards consult with municipalities throughout the planning process of capital projects through the site plan control, zoning and permitting processes. UCDSB provided several examples where municipal collaboration was key in the process of generating ideas for large capital projects. In some cases, either municipal or school board constraints on projects such as timelines or cost, can limit the extent of the collaboration.

Question #10:

Do School Boards regularly submit comments to municipalities/planning approval authorities when subdivisions are proposed?

Response:

School boards receive a large quantity of municipal planning correspondence. UCDSB staff submit comments to municipalities regarding subdivision development proposals when there is an issue to clarify or comment on. One example might be to identify a potential safety issue for students who would reside in a new subdivision and who would be attending a nearby school. This might include providing comments or questions regarding the planning of sidewalks and/or crosswalks that align with existing school entry.

Question #11:

Are there any plans for UCDSB and CDSBEO to collaborate in sharing school spaces in communities where there is surplus space in one area of the board and substantial enrolment in the other?

Response:

No specific plans in this area at this stage

Question #12:

Would a CMSM also be included in that conversation to discuss childcare in the new construction?

Response:

This is the current practice at the CDSBEO and UCDSB.

Question #13:

For future meetings, could a recording or transcript of the meeting be provided so that we may easily share with municipal staff and council who were not able to participate.

Response:

This will be considered; however, the presentation will be posted on both the CDSBEO and UCDSB websites.