

Friday, October 2, 2015 – 8:30 am to 11:30 am
St Anthony Centre, 10425-84 Ave

Attending: Boris Radyo, Edmonton Catholic Schools (Chair)
 Rob Tarulli, Edmonton Catholic Schools
 Lorne Parker, Edmonton Public Schools
 Roland Labbe, Edmonton Public Schools
 Christopher Wright, Edmonton Public Schools
 Jennifer Thompson, Edmonton Public Schools, FMC/LMC Liaison
 Judith Rohovie, City of Edmonton
 Peter Ohm, City of Edmonton
 Henri Lemire, Conseil scolaire Centre-Nord
 Craena Coyne, Joint Use Coordinator

Guests: Tim McCargar, City of Edmonton, LMC Chair
 Jenifer Elliott, Edmonton Public Schools, FMC Chair

ITEM	DISCUSSION	OUTCOME	FOLLOW-UP
1. Welcome, Introductions and Call to Order		Boris Radyo called the meeting to order and welcomed everyone	
2. Agenda Review		Agenda accepted as presented	
3. Review of Previous Minutes	Draft minutes of Steering Committee meeting held on June 10, 2015 reviewed	Minutes approved as presented.	
4.1 ELEVATE - update	Lorne and Henri provided a verbal update on the activities of the Elevate Steering Committee and the Working Committee. The Hardisty Coalition project is continuing and the committee is also looking opportunities around 118 Ave. There is a new person in the position of project manager	Received as information.	Item to remain on agenda as a standing item
4.2 Succession Planning for Elevate Working Group	This item stems from a request at the Steering Committee planning session to explore succession planning options. A brief discussion was held.	Agreed that no action will be taken at this time.	
4.3 Appraisal Principles – update	Roland advised that the Appraisals working group will meet on Oct 6 to move forward with work on the draft appraisal principles and the pilot project for appraisal of reserve (St Bernard) and non-reserve (St Andrew) school sites. Brief discussion held on if these principles would be added to the amending agreement at this time.	Update received as information. It was agreed that as the appraisal principles are in draft form that they would not be added to the amending agreement at this point. Once the principles are finalized and tested they could form a schedule to the agreement and be updated yearly as needed.	Working group to continue
4.4 Charter Schools - update	Craena advised that Community Services and the City legal department have drafted a separate agreement between the City and the two charter schools for shared use of	Update received as information. Agreed that both schools	Roland to follow-up on EPSB actions needed and Craena to update SC once the separate

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	space. These draft agreements are being reviewed by the charter schools. Roland advised that EPSB has drafted wording for their transfer agreement to charters and will be requesting that the City legal department review it. The transfer agreement for Ritchie to CSCN has been forwarded as well.	transferred to charters should remain on Schedules and flagged for future reference It was agreed that communication to elected officials on this issue is needed. EPSB to draft a trustee memorandum for internal purposes as well as communication from EPSB to the City.	agreements are signed.
5.1 Amending Agreement Signatures – Process	Discussion held on process for signing of amending agreement. Peter indicated that he would like it to go to committee first to build support. He also indicated that when the matter goes to council it would be good to have board representatives present as well.	It is agreed that the amending agreement can be forwarded for signature to all parties to the Joint Use Agreement. Craena will move the process forward to have the document signed.	
6.1 SC Action Plan 2015/16 – monthly review	Craena presented the current SC action plan for monthly review. Action items are on target	Update received as information	Craena to update the action plan for the next meeting.
6.2 Ongoing outreach on joint use	Craena advised that requests for information on joint use have been received from City of Calgary Planning and from Strathcona Recreation. Information on Edmonton joint use processes was provided	Update received as information	
6.3 Joint Use Centre of Excellence - update	Craena advised that research has been completed on the concept of a Joint Use Centre of Excellence and a business case will be submitted at an upcoming meeting for consideration by Steering Committee.	Update received as information	Craena to follow-up
7.1 City of Edmonton Turf Report	Tabled to next meeting		
7.2 Construction delays – St Thomas Aquinas	Rob advised that he was just advised that the permit has been issued. The issue that arose related to an infill school and the issues that crop up on LDA application process.	It was agreed that this point is worth pursuing to determine how to smooth out the process. City of Edmonton Drainage representatives will be speaking to LMC in January	
7.3 Surplus school sites	Peter advised that the City may be interested in the two schools declared surplus in Inglewood and Ottewell. There is no funding currently in place so the City may be requesting an extension. Henri advised that they haven't responded to the circulation yet and are exploring options.	It was agreed that a working group be formed to explore the bigger conversation on surplus sites. Working group to include: Peter, Lorne, Henri, Boris, and Tim McCargar.	Craena to arrange a meeting
8.1 LMC Annual Report	Tim McCargar, Chair of LMC presented the LMC annual report. An update on the servicing costs is	Steering Committee expressed appreciation for the work being done and approves the report as	LMC to be updated.

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	outstanding, That information is necessary to move forward on title transfers for school sites.	presented and schedules as revised. An update of outstanding school site servicing costs is requested by the end of December.	
8.2 Site Functionality briefing note	Tim also presented a briefing note from LMC requesting funding to conduct a traffic impact analysis at a selection of school sites. The potential costs for this project would be approximately \$25,000 to \$50,000. The funding request is broken down according to the Joint Use partnership formula. (City 50%, EPSB 35%, ECSD 12.5% and CECN 2.5%)	All three boards agree to the funding request. Craena will confirm with Peter Ohm by email if the City approves the funding request.	Craena to follow-up. Update: Peter Ohm approved the funding request as well
9. FMC Annual Report	Jenifer Elliot, Chair of FMC presented the FMC annual report. Cancellations are a challenge but all parties are working to improve.	Steering Committee expressed appreciation for the work being done and approves the report and schedules as presented.	FMC to be updated
10.1 Summer Access Final Report	Craena presented the Summer Access final report for 2015. Summer groups are requesting a reduction in fees and an expansion of time made available. Discussion held on impact of summer access and all agreed that the project is successful and beneficial to vulnerable communities.	All boards agreed that fees should not be charged for vulnerable groups providing this service. Agreed that expanding available time into August would be challenging. Expanding the times available each day may be possible on a case by case basis. It was recommended that a long term strategy be developed to plan for the sustainability of the program. It was also suggested that there is potential to approach Provincial government for funding. Report approved as presented.	Craena to follow-up
11.1 Vision/Mission check	Vision / Mission check reviewed		
11.2 Information Sharing	EPSB advised that the Province may be interested in Donald Ross school. All parties agreed that a Christmas lunch be planned		
12. Agenda Building	Agenda items for next meeting reviewed.	Agenda items will be brought forward as noted and as indicated in the action plan. A request for agenda items will be circulated to committee members prior to the next meeting.	Craena to follow-up
13. Next meeting date: November 20, 2015 – 8:30 am to 11:00 am – Christmas Luncheon to follow St Anthony Centre – 10425 - 84 Ave			