



**FINANCE & OPERATIONS COMMITTEE MEETING**  
**Saturday, June 6, 2015 – 8:30a.m.**  
**District Conference Centre – Strawberry Marsh Road**

**1. Call to Order**

The seventh regular meeting of the Finance and Operations Committee of the Newfoundland and Labrador English School Board was called to order at 8:35a.m. on Saturday, June 6, 2015.

Members Present:   Nada Borden, Chair  
                          Milton Peach, Board Chair  
                          Eric Snow, Committee member  
                          Guy Elliott, Committee member  
                          John George, Committee member  
                          Gary Baikie, Committee member  
                          Don Brown, Committee member

NLESD Staff Present: Darrin Pike, CEO/Director of Education  
                          Terry Hall, Assistant Director of Education – Finance and Business Administration  
                          Tony Stack, Assistant Director of Education – Operations  
                          Jeff Thompson, Associate Director of Education – Programs  
                          Susan Clarke, Administrative Assistant/Recorder (Finance)

Regrets:                 Rick Martin, Committee member

Welcome was extended by Chair, Nada Borden and committee members to the new Assistant Director of Education – Finance and Business Administration, Terry Hall.

**2. Approval of Agenda**

It was moved by Eric Snow, seconded by Guy Elliott and carried unanimously that the agenda be adopted as presented. Carried.

**3. Approval of Minutes – March 30, 2015 and May 15, 2015**

It was moved by John George, seconded by Guy Elliott and carried unanimously that the minutes of March 30, 2015 be adopted as presented. Carried.

It was moved by Guy Elliott, seconded by John George and carried unanimously that the minutes of May 15, 2015 be adopted as presented. Carried.

**4. New Business – for motion**

**4.1 Goose Bay Capital Corporation – Land Exchange**

The District is in receipt of a request from Goose Bay Capital Corporation for Newfoundland and Labrador English School District to surrender a Crown Grant for property (B) near Mealy Mountain High so Goose Bay Capital Corporation can apply for same parcel of land and use for future development of a subdivision.

Early in 2012, the Goose Bay Capital Corporation approached the former Labrador School Board for a “land swap”. The initial proposal was rejected. (Note: GBCC had no land to exchange, it intended to apply to Crown Lands for land to facilitate the exchange.)

Goose Bay Capital Corporation Inc. is owned 51% by Nunatsiavut Government and 49% by developers from Nova Scotia as per Goose Bay Capital Corporation. Nunatsiavut Government contributes \$3 million per year for education in Newfoundland and Labrador English School District schools in its territory.

In August 2012, the Goose Bay Capital Corporation again made a second proposal to the Labrador School Board. This second proposal was accepted by the Labrador School Board in its October 2012 meeting.

As per below:

“the return of lands to the Crown identified as parcel B the Labrador School Board and held by way of Crown Lands Grant in return for the area identified by Goose Bay Capital Corporation in a letter of August 20, 2012, located on Voisey Drive. Such transfer and all related costs of the (i) lands survey, (ii) Crown Lands application, and (iii) legal fees to be the sole responsibility of the Goose Bay Capital Corporation Inc.”

“Area Identified” is comprised of two pieces of Crown Land and a smaller piece held by the Town of Happy Valley-Goose Bay.

**Motion:**

**Moved by Don Brown, seconded by Gary Baikie and carried unanimously that the Finance and Operations Committee recommend that the Board grant approval for the District to proceed with the following:**

- 1. Surrender the Grant for the land (Parcel B).**
- 2. Contact Crown Lands to get first right of refusal on Parcels A and D and contact the Town of Happy Valley-Goose Bay to request transfer of Parcel C to the District.**
- 3. Request that the Town of Happy Valley-Goose Bay agree to rescind the demolition order issued by the Town in a letter dated October 15, 2014 to allow the District to dispose of the property.**

**Recommendation #1:**

**That the Finance and Operations Committee recommend that the Board grant approval for the District to proceed with the following:**

- 1. Surrender the Grant for the land (Parcel B).**
- 2. Contact Crown Lands to get first right of refusal on Parcels A and D and contact the Town of Happy Valley-Goose Bay to request transfer of Parcel C to the District.**
- 3. Request that the Town of Happy Valley-Goose Bay agree to rescind the demolition order issued by the Town in a letter dated October 15, 2014 to allow the District to dispose of the property.**

**4.2 Town of Torbay – Request for portion of Holy Trinity Elementary property**

The Newfoundland and Labrador English School District has received a request from the Town of Torbay for a portion of Holy Trinity Elementary property to construct a boardwalk.

The Town, in partnership with Conservation Canada, is developing a trail way in the Town which is to go through an area known as “the Gully”.

The District purchased all the property owned by the Roman Catholic Episcopal Corporation for the site of the new school to replace the old Torbay Elementary School. A portion of the property is within the Conservation Zone of the Town and is of no future use to the District.

The Town has proposed three options:

1. Donate the property which is located within the Conservation Zone to the Town; or
2. Sell the property to the Town for fair market value.

3. Allowing the Town to acquire an easement through the property for the boardwalk construction to occur and access to that corridor into perpetuity, or until the arrangement is mutually agreed to by both parties to discontinue.

The trail will be accessible by both schools in Torbay and can be used as part of outdoor classroom instruction.

**Motion:**

**Moved by Milton Peach, seconded by John George and carried unanimously that the Finance and Operations Committee recommend that the Board grant approval for the District to sell the area requested for \$10,000 which would cover costs for this transaction.**

**Recommendation #2:**

**That the Finance and Operations Committee recommend that the Board grant approval for the District to sell the area requested for \$10,000 which would cover costs for this transaction.**

**4.3 Williams Harbour School Property**

The Newfoundland and Labrador English School District is in the process of completing the sale of the former Williams Harbour School property. The disposal process was initiated by the former Western School District.

- Small school with a total area of 2,154 square feet located in South Eastern Labrador (accessible only by boat) – closed in June 2010.
- The former Western School District granted approval to dispose of the property.
- The public tender resulted in a buyer for the property however; there is a requirement for the District to obtain a crown grant.
  - Former Vinland Integrated School District had a letter from the Department of Forest Resources and Lands granting permission to occupy the crown land.
  - Ministerial approval to dispose of this school pending obtainment of the crown grant.
  - Received letter from the Department of Environment and Conservation (Crown Lands Division) approving the crown grant on the condition that an Indemnity Agreement be signed due to the site being located within the 1.6km buffer of a known or former waste disposal site.
  - Crown grant for the land will cost the District **\$2,800**.

**Motion:**

**Moved by Don Brown, seconded by Eric Snow and carried unanimously that the Finance and Operations Committee recommend that the Board grant approval for the District to purchase the Williams Harbour property from Crown Lands for \$2,800 plus HST and sign the Indemnity Agreement as requested.**

**Recommendation #3:**

**That the Finance and Operations Committee recommend that the Board grant approval for the District to purchase the Williams Harbour property from Crown Lands for \$2,800 plus HST and sign the Indemnity Agreement as requested.**

**4.4 Budget Status Update – March 31, 2015**

The Budget Status Update for the third quarter ending March 31, 2015 was tabled by Mr. Terry Hall, Assistant Director of Education – Finance and Business Administration.

While there continued to be some minor variances, overall expenses are still projected to close the 2014-2015 fiscal year within budget.

However, certain expenditures may exceed the approved budget allocation giving rise to a required budget transfer between categories.

**Motion:**

**Moved by John George, seconded by Eric Snow and carried unanimously that the Finance and Operations Committee recommend to the Board, approval of the March 31, 2015 revised budget status update.**

**Recommendation #4:**

**That the Finance and Operations Committee recommend to the Board, approval of the March 31, 2015 revised budget status update.**

**4.5 Repairs and Maintenance Program 2015-2016**

The Department's 2015-2016 Repairs and Maintenance program for the School District was tabled by Tony Stack, Assistant Director of Education – Operations. This program includes ongoing projects and those that are now being recommended for funding.

Projects that were approved but did not get completed in fiscal 2014-2015 are noted as ongoing/carryover. This category includes projects approved for

funding in early 2014-2015 and those subsequently approved throughout the fiscal year to address high priority issues.

New initiatives recommended for funding may include a combination of priorities identified by school boards for this fiscal year, those identified by the Department and those from a previous priority list which were deferred.

**Motion:**

**Moved by Don Brown, seconded by Gary Baikie and carried unanimously that the Finance and Operations Committee recommend to the Board, approval of the Repairs and Maintenance Request List for 2015-2016.**

**Recommendation #5:**

**That the Finance and Operations Committee recommend to the Board, approval of the Repairs and Maintenance Request List for 2015-2016.**

**New Business – Information Update**

**4.6 KinderRide Pilot Update**

The Newfoundland and Labrador English School District will pilot a new initiative called KinderRide. This program will provide first-time bus riders (generally Kindergarten students) and their parents/guardians, the opportunity to attend an orientation session regarding safe riding of the school bus. The ultimate goal of this program is to make students comfortable with this new and exciting element of school and ensure they learn safe and appropriate bus practices for their first year of school.

The plan is to pilot KinderRide on or about Saturday, June 20, 2015 at 5 schools in 4 locations:

- A.P. Lowe – Labrador City
- Humber Elementary – Corner Brook
- Anthony Paddon, Musgravetown
- Holy Family Elementary (to include Octagon Pond) – Paradise

We expect the program, which will include a video presentation, a bus ride and some refreshments, will take about 40-60 minutes to complete. Participating students will also receive a certificate recognizing their completion of KinderRide. Parents will have the opportunity to sign up to participate in this voluntary program. The intent is to broaden the scope of this program throughout the District in the 2015-2016 school year.

**No recommendation – for information purposes only.**

5. **Date of Next Meeting**

The next meeting of the Finance and Operations Committee will be held in July for approval of the Budget for the 2015-2016 school year.

6. **Adjournment**

It was moved by Guy Elliott and carried unanimously to adjourn at 9:30a.m. Carried.