Waterloo Catholic District School Board
Quality, Inclusive, Faith Based Education

Minutes

Education Development Charge Policy Review Meeting

A Special public meeting of the Board of Trustees was held on Monday, April 13, 2026, at 1st floor Board Room, Catholic Education Centre, 35 Weber Street, Kitchener.

Trustees Present:
Linda Cuff, Kathy Doherty-Masters, Winston Francis, David Guerin, Renée Kraft (Chair), Marisa Phillips*, Robert Sikora, Conrad Stanley

*- attended virtually via Teams

Student Trustees Present:
Rebecca Girolametto, Jace Krysko

Administrative Officials Present:
Patrick Eby, Gerald Foran, Shesh Maharaj, Paul Mendonça, Judy Merkel, Kerry Pomfret, Annalisa Varano

Special Resources For The Meeting:

Regrets: Jennifer Ritsma, Tracey Weiler (Vice-Chair)

Recorder:
Stephanie Medeiros, Executive Administrative Assistant

NOTE ON VOTING: Under Board by-law 4.7, when a decision is reached by consensus, the minutes of the Meeting shall indicate a decision by consensus with the notation in the minutes that consensus means the decision was supported by all Trustees present and eligible to vote on a matter. Under Board by-law 4.11 Whenever a vote is required, every Trustee present when a vote is taken, including the Chair but excluding any Trustee who has declared a direct or indirect pecuniary interest as required by the Municipal Conflict of Interest Act, shall vote on all questions on which the Trustee is entitled to vote and abstentions are not permitted.

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1. Call to Order:
The Chair of the Board called the meeting to order at 6:03 p.m.

1.1 Opening Prayer & Memorials
Trustee Guerin led prayer.

1.2 Territorial Acknowledgment
Territorial Acknowledgement declared by Chair Kraft.

2. Approval of the Agenda
2.1 Approval of the Agenda
Chair Kraft motioned for approval of the agenda:

2026-39-- It was moved by Trustee Francis and seconded by Trustee Stanley:
THAT the agenda for Monday, April 13, 2026, be now approved.
--- Carried by consensus

2.2 Motion to waive Article 5 of the WCDSB Operational Bylaw

2026-40-- It was moved by Trustee Sikora and seconded by Trustee Stanley:
THAT the Board of Trustees waive Article 5 of the WCDSB Operational Bylaw.
--- Carried by consensus

3. Declaration of Conflict of Interest
3.1 Declaration of Pecuniary Interest
3.1.1 From the current meeting – NIL
3.1.2 From a previous public or in-camera meeting – NIL

4. Reports from Consultants, Legal Counsel
4.1 Opening remarks/Background remarks
Chair Kraft gave opening and background remarks regarding the process of the EDC.

4.2 Education Development Charge (EDC) Policy Presentation
The Chair invited Jennifer Passy, Manager of Planning, and Jack Ammendolia of Watson & Associates to present on the existing Development Charges (EDC) policies. The presentation provided an overview of the purpose of EDCs and outlined the overall process and charges. It was noted a change to the bylaw adoption timeline, resulting from a Ministry request for additional time.

4.3 Policy Review presentation from Board Legal counsel
The Chair invited Buck Sully of Keel Cottrelle LLP to deliver a presentation on the Policy Review. It was noted that the Board will have satisfied all applicable requirements. Advertising and public notice have been completed in accordance with the Act. The Development Charges (EDC) Bylaw will be reviewed following this meeting.

5. Questions from Trustees
There were no questions from Trustees.

6. Delegations/Public Input
6.1 Invitation of delegations/public participants
The Chair opened the floor to delegations. There were no delegations.

7. Closing Remarks
7.1 Motion to Receive Report
Chair Kraft gave closing remarks and noted that the final consideration to the passage of the EDC Bylaw at a public meeting is tentatively scheduled for May 25, 2026.

The Chair asked for a motion to receive the reports.

2026-41-- It was moved by Trustee Cuff and seconded by Trustee Francis:
THAT the Board of Trustees receive the reports from the Board's consultants as presented today.
--- Carried by consensus

8. Closing Prayer – Deferred to Committee of the Whole

9. Motion to Adjourn

2026-42-- It was moved by Trustee Cuff and seconded by Sikora:
THAT the public meeting Part 1 be now adjourned. The meeting was adjourned by consensus at 6:26 p.m.

Renée Kroeger
Chair of the Board

DVarano
Secretary