



Hamilton

**JOINT CITY OF HAMILTON AND HAMILTON-WENTWORTH  
DISTRICT SCHOOL BOARD TASK FORCE  
MINUTES**

**10:00 a.m.**

**Thursday, April 5, 2012  
Room 1, Education Centre  
100 Main Street West  
Hamilton, Ontario**

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**Present:** Councillors J. Farr, B. McHattie  
HWDSB Trustees T. Simmons, K. Turkstra

**Also Present:** C. Murray, City Manager  
A. Zuidema, Director of Strategic Initiatives  
C. Phillips, Senior Advisory, City Manager's Office  
G. Norton, Manager, Urban Renewal  
D. Cole, Senior Business Development Consultant, Real Estate  
J. Malloy, Director of Education, HWDSB  
J. Penman, Manager, Corporate Communications, HWDSB  
D. Grant, Superintendent of Business and Treasurer  
P. Sapounzi, Architect (School Board)  
C. Biggs, Legislative Co-ordinator

**THE FOLLOWING ITEMS WERE REPORTED TO THE GENERAL ISSUES  
COMMITTEE FOR INFORMATION:**

**(a) CHANGES TO THE AGENDA (Item 1)**

None

**(Turkstra/Farr)**

That the agenda be approved as presented.

**CARRIED**

**(b) DECLARATIONS OF INTEREST (Item 2)**

None

**(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)**

Under “Consideration of Possible Site Selection Criteria”, the following point was deleted:

“Board-owned land cannot be used for non-instruction purposes”

and the following was added:

- Proceeds of sale from the disposition of an institutional property cannot be used for non-institutional purposes.

**(Turkstra/McHattie)**

That the Minutes of the March 28, 2012 meeting of the HWDSB be approved, as amended.

**CARRIED**

**(d) CONSENT ITEMS (Item 4)**

None

**(e) DISCUSSION ITEMS**

**(i) HWDSB Business Case Opportunities and Constraints**

John Malloy provided a high-level summary of the business case that was presented to the Ministry of Education (MOE), which included, but was not limited to, the following:

- Non-instructional functions area spread across four locations after occupying approximately 200,000 square feet
- 113,500 square feet is a 44% reduction, as well as hoping to generate annual operating savings of \$1.3 million; not just about capital, but on-going operations and on-going maintenance
- This project will allow the Board to avoid \$27.4 million in maintenance costs
- Mandate of the MOE was that the School Board must engage in this project without incurring any debt; no form of debenturing; must be completely paid in the business case
- Project is expected to be front-funded from revenues from the sale of administrative property
- Will use properties to help fund, and the project will be financed temporarily through the use of the Board’s working reserves and will be re-instated within five years

- In summary, the business case provided and approved by the MOE was looking for assurances that all costs are correctly identified and estimated
- Expect that the appropriate contingencies are built in so that risks would be mitigated
- MOE looking for assurances that there were no other costs or vulnerabilities that would emerge at another time i.e., no surprises
- School Board demonstrated that the focus is on the Board's mandate i.e., anything created could not have the look or optic of spacers that would not be perceived as school board business i.e., big atriums, wide hallways, anything that would look palatial.

Comments included, but were not limited to, the following:

- Suggested that the Board not enter into anything that could be out of control years from now; that is where the notion of leasing becomes challenging
- Ministry has been supportive of using public space for partnerships within the realm of public health
- MOE approved building at the Crestwood site; however, Crestwood is 75% education and 25% administrative
- Cannot lose site of the fact of the challenge of the business case that has been approved
- Solving the parking problem will be another challenge

The Committee was distributed with four scenarios for a site downtown or Crestwood, showing the square footage of area required for staff and the parking requirements and discussed the issue in terms of cost i.e., on grade vs underground, parking ratio of 1:1, teaching component or education rooms with people coming in and out; large fleet (approximately 30 to 40 vehicles of the van or large size category).

**(f) PRIVATE & CONFIDENTIAL**

**(Turkstra/McHattie)**

That the Committee move In Camera at 10:50 a.m. pursuant to Sub-sections 8.1(c) and (g) of the City's Procedural By-law and Sections 239.2(c) and (g) of the Municipal Act as the subject matter pertains to (c) a proposed or pending acquisition or disposition of land by the municipality or local board; and (g) a matter in respect of which a Council, Board or Committee or other body may hold a closed meeting under another Act respecting the relocation of the HWDSB main offices.

**CARRIED**

The Committee reconvened in Open Session at 11:55 a.m.

No action to report.

**(f) MOTIONS**

None.

**(g) GENERAL INFORMATION/OTHER BUSINESS**

**(i) Next Meeting:** Monday, April 16, 2012  
10:00 a.m.

**(h) ADJOURNMENT**

There being no further business, the Task Force adjourned at 11:55 a.m.

Respectfully submitted

Trustee T. Simmons, Co-Chair  
Joint City of Hamilton/Hamilton-Wentworth  
District School Board Task Force

Carolyn Biggs  
Legislative Co-ordinator  
April 5, 2012