

# Halton District School Board

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Report Number: 19125

Date: October 20, 2019

**FOR DECISION**

TO: The Chair and Members of the Halton District School Board

FROM: Maia Puccetti, Superintendent of Facility Services  
Stuart Miller, Director of Education

RE: **Identification of Community Planning and Partnership Opportunities**

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## RECOMMENDATION

***Be it resolved that the Halton District School Board approve the list of schools for community partnerships; and,***

***THAT staff be directed to notify community partners of opportunities for sharing of space and undertake the annual Community Planning and Partnerships meeting.***

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## Background

On March 26, 2015, the Ministry of Education circulated Memorandum 2015:B09 "Release of New Pupil Accommodation Review Guideline and Community Planning and Partnerships Guideline". The Ministry required all school boards in Ontario to amend their existing policies to reflect the changes in the new guidelines. The revisions to the guidelines support sharing of planning information between school boards and community partners on a regular basis, and enhances opportunities to share underutilized school space and space in new buildings, as well as green space/parkland. The shared use of facilities has the potential to reduce facility costs; enhance programs and services to students and the wider community, as well as strengthen relationships with community partners. In addition, it will help to ensure a strong, vibrant and sustainable publicly-funded education system in Halton, and build strong school and community relationships.

To implement the revised Ministry guidelines, Halton District School Board adopted a Community Planning and Partnerships policy on October 21, 2015, along with a new Program and Accommodation Review policy on February 17, 2016. The Community Planning and Partnerships policy outlines the procedure with respect to partnership opportunities in open and operating schools, co-build opportunities for proposed schools, underutilized schools that may be impacted by closure, and sites that may be considered for future disposition. Partnerships will be managed using a cost recovery model, as stated in Section 3.6 of the Board policy.

Planning information is shared with community partners through the annually released Long Term Accommodation Plan (LTAP). The LTAP provides enrolment projections for a 10-year forecast period (i.e., 2019 to 2028) for each Elementary and Secondary Review Area (ERA and SRA) in the Board as well as for each elementary and secondary school within the system. In addition, it lists where and when new schools will be needed based on enrolment projections, schools that will remain well-utilized, as well as open and operating schools with unused space.

All community partners identified in the Board's Community Planning and Partnerships policy are notified once the LTAP is approved. On June 5, 2019, Trustees approved the LTAP. Community Partners listed in the Board policy, including all municipalities and the Region of Halton, have been notified of its approval and invited to review its content for potential partnerships. Through the LTAP feedback process and notification of LTAP approval, community partners have been provided with sufficient time to review its content with respect to potential partnerships.

The LTAP is also used by the Board to identify facilities suitable for community partnerships. For unused space in schools not declared surplus, the Board policy outlines criteria for selecting schools

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for community partnerships. Surplus space identified and offered for sale or lease will continue to follow the circulation process outlined in Ontario Regulation 444/98.

## Community Planning and Partnerships since the November 14, 2018 Public Meeting

On November 14, 2018, the Board held a public meeting at JW Singleton Education Centre to provide community partners, as well as members of the public, a list of schools available for community partnerships. Approximately three agencies were in attendance, the City of Burlington, Sheridan College, and the Hamilton Niagara Haldimand Brant Local Health Integration Network.

Subsequent to the public meeting, interest was expressed by Links2Care to relocate a facility in one of the underutilized schools in Acton. As well, there has been interest by Halton Region to examine the relocation of a child care centre at Mackenzie-Smith Bennett PS. However, these requests will be deferred until such time that the Acton schools boundary review is completed and available space is identified.

For September 2020, the new NE Oakville #2 PS will also feature a child care, although the operator will be confirmed sometime in the new year.

Moving forward, Frontenac PS will be accommodating the relocation of the YMCA childcare facility currently located at Robert Bateman HS, that will result in three classrooms being renovated. As a result of delays in the approval of this project, the expected completion date will be for August 2020.

## Opportunities for Sharing Unused Space in Schools

In determining suitable facilities for community partnerships, the following criteria was applied, as stated in Section 3.5 of the Community Planning and Partnerships policy:

- a) Projected 200 or more excess pupil places and/or 60% utilization or less for 2 years;
- b) Ability to identify and create distinct and contiguous space within a facility, separate from the students;
- c) Space not required for Board programming or other uses;
- d) Appropriate access to space;
- e) Parking availability;
- f) Zoning and site use restrictions;
- g) Facility condition; and,
- h) Other criteria as appropriate.

An analysis was conducted based on data from the LTAP, and the application of the above mentioned criteria, to identify open and operating schools with unused space that present opportunities for community partnerships. Based on the criteria, three elementary schools and one secondary school are suitable for community partnerships. These schools are listed below with the year of availability indicated in parentheses. Additional details regarding individual schools are provided in *Appendix 1*.

### ***Elementary Schools:***

Pineland PS (2019)  
Ryerson PS (2019)  
Tecumseh PS (2019)

### ***Secondary Schools:***

T. A. Blakelock HS (2019)

Expressions of interest will be received by the Board and evaluated based on the Partner Selection Criteria outlined in Section 3.6 of the Board policy.

## Surplus Space in Schools

Schools with surplus space being offered for sale or lease follow the circulation process outlined in O. Reg. 444/98. At this time, no schools have been identified to have surplus space.

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## Co-build Opportunities

In addition to unused space in open and operating schools, opportunities exist for community partnerships in the form of co-builds for new schools as well as schools expected to undergo additions and significant renovations. The 2018/2019 LTAP proposes 3 capital projects in Halton from 2021 to 2023. The proposed capital projects are all new schools and listed below with the year of impact in parentheses. Details of the capital projects are presented in *Appendix 2*. It should be noted that the timing of these capital projects are contingent on Ministry funding, site acquisition and issuance of municipal approvals and building permits.

### **Elementary Schools:**

Milton SW #12 ps  
Oakville NE #3 ps

### **Secondary Schools:**

Oakville NE #1 hs

Another co-build opportunity is with respect to a proposed new Board Administrative Centre, which is currently being studied. The projected size of the new facility is approximately 95,000 sq.ft., while the timing is still to be determined.

As per the Community Planning and Partnerships policy, the Board will notify interested partners 1 to 3 years prior to the potential construction start date of a new school or significant addition. This will also be supported by a Board resolution inviting expressions of interest, as stated in Section 3.4 of the Board policy. In addition, any deadlines relating to student accommodation needs or funding parameters will be made clear to community partners as information becomes available.

## Conclusion

During the years, the Board has entered into community partnerships with a number of agencies and groups. *Appendix 3* identifies those partnerships, but does not include those community groups that use our school facilities for before and after school hour use.

Based on the 2018/2019 LTAP, three new projects have been identified in Halton from 2021 to 2023. As well, the proposed new Board Administrative Centre is another project identified as a co-build opportunity. Eligible partners can express interest in co-building partnerships to the Board, by way of a letter to the Director of Education. Co-build opportunities with eligible partners will be evaluated on a case-by-case basis. In addition, the Board encourages community partners to provide notification to the Board regarding proposals or plans to build their own new facilities.

Three (3) elementary schools and one (1) secondary school were identified as suitable for community partnerships due to unused space in schools through the criteria stated in the Board's policy.

The annual Community Planning and Partnerships' meeting is scheduled to take place on December 11, 2019, whereby partners and the public will be notified of the list of schools and proposed capital projects, and potential opportunities discussed.

With the approval of the identified schools suitable for community partnerships, notifications regarding the date of the Community Planning and Partnerships public meeting will be circulated to all identified community partners and it will also be posted in local newspapers and the Board website.

*Respectfully submitted,*

*Maia Puccetti, Superintendent of Facility Services*

*Stuart Miller, Director of Education*

## Appendix 1 – Unused Space in Schools for Community Partnerships

### Elementary Schools

School	Review Area	Municipality	School Org.	OTG	Excess Pupil Places/ Low Util.	Max. No. of Rooms Avail.	Year Avail.	Physical Sep. of Space	Space Req. for Prog.	Access to Space	Parking Avail.	Zoning <sup>1</sup>
Pineland PS	ERA103	Burlington	2-8	651	Y	5	2019	Y	N	Y	Y	R2.3
Ryerson PS	ERA102	Burlington	JK-6	541	Y	9	2019	Y	N	Y	Y	R3.2
Tecumseh PS	ERA102	Burlington	JK-8	462	Y	6	2019	Y	N	Y	Y	R3.1

### Secondary Schools

School	Review Area	Municipality	School Org.	OTG	Excess Pupil Places (2018)	Util. Rate (2018)	Year Avail.	Physical Sep. of Space	Space Req. for Prog.	Access to Space	Parking Avail.	Zoning <sup>1</sup>
T.A. Blakelock HS	SRA102	Oakville	9-12	1326	316	76%	2019	Y	N	Y	Y	CU

#### Notes

<sup>1</sup> See respective municipal zoning by-laws for site use restrictions at each school site.

## Appendix 2 – Proposed Capital Projects Available for Community Partnerships

Capital Project	Type of Capital Project	School Configuration	Review Area	Municipality	Year of Potential Impact
Oakville NE #3 ps	New School	Elementary	ERA 118	Oakville	2021/2022
Oakville NE #1 hs	New School	Secondary	SRA108	Oakville	2022/2023
Milton SW #12 ps	New School	Elementary	ERA127	Milton	2022/2023
New Board Administrative Centre	New Building <sup>1</sup>	N/A	N/A	TBD	TBD

#### Notes

**Timing of all capital projects are contingent on Ministry funding, site acquisition and issuance of municipal approvals/building permits.**

<sup>1</sup> The proposed Administrative Centre will be approximately 95,000 sq.ft. GFA

### Appendix 3 - HDSB Community Partnerships: September 2019

<u>School</u>	<u>Community Group</u>	<u>What is being used</u>	<u>Purpose</u>
Bruce Trail PS	Milton Community Resouce Centre	Day Care attached to school	Day Care
CH Norton	Today's Family	Day Care attached to school	Day Care
Dr. Frank Hayden SS	City of Burlington/Burlington Public Library	Gymnasiums and Library	Shared gymnasiums and library with public and school
Heritage Glen	The Family Place	Day Care attached to school	Day Care
Iroquois Ridge HS	Ontario Public Supervisory Officials Association (OPSOA)	Office space in concourse on main floor	Office space for Association
Iroquois Ridge HS	Munn's Child Care Centre	Day Care attached to school	Day Care
James Hill PS	Oakville Public Library	Library	Shared library with public and school
Kilbride PS	Burlington Public Library	Library	Shared library with public and school
Brant Hills PS	Pearson Community Co-op	Three empty classrooms	Day Care
Nelson HS	City of Burlington	Stadium	Shared stadium with public and school
Oakville Trafalgar HS	YMCA of Oakville	Day Care attached to school	Day Care
Pilgrim Wood PS	YMCA of Oakville	Day Care attached to school	Day Care
River Oaks	YMCA of Oakville	Day Care attached to school	Day Care
Frontenac PS	YMCA of Hamilton Burlington	Three empty classrooms (08/2020)	Day Care
Thomas A. Blakelock HS	Golden Hawks Air Cadets	Storage Room	Storage
White Oaks SS	Oakville Public Library	Library	Shared library with public and school
White Oaks SS	French Public Board	Driveway and parking lot	Shared driveway and parking lot
Gary Allan North (Wrigglesworth)	Halton Hills Youth Network	Kitchen, gym, office, classroom	Youth drop in centre
Harrison PS	Woodview Mental Health & Autism Services	Two empty classrooms	Individual, family and group counselling for children and youth experiencing mental health issues.
Oakwood PS	Oakville Parent and Child Centre	Two empty classrooms	EarlyOn Child and Family Centre
Viola Desmond PS	Milton Child Resource Centre	Day care attached to school	EarlyOn Child and Family Centre
Oakville NE #2 PS	TBD	Day care attached to school (09/2020)	Day Care