



TLC Regular Board Meeting

Board of Directors: John Fillion (Chair), Payman Berjis, Igor Dragovic, Liban Hassan, Dan MacLean, Shelley Laskin, James Li, Leola Pon, Aleem Punja, and Stacey Zucker.

March 25, 2025

Hybrid: Toronto Lands Corporation Office Board Room & Virtual

201- 60 St. Clair Ave. E

Toronto, ON, M4T 1N5



Meeting Book - TLC Regular Board Meeting

PUBLIC AGENDA

1. Call to Order & Confirmation of Quorum

[Chair](#)

2. Land Acknowledgement

[Chair](#)

We acknowledge we are hosted on the lands of the Mississaugas of the Anishinaabe, the Haudenosaunee Confederacy and the Wendat. We also recognize the enduring presence of all First Nations, Métis and the Inuit peoples.

3. Declaration of Conflict of Interest under the Municipal Conflict of Interest Act and the Ontario Business Corporation Act

[Chair](#)

4. Approval of the Agenda/Other Business

For Approval

[Chair](#)

5. CEO's Report: Update

Verbal Update to be provided.

6. Approval of the Minutes of the Board of Directors Meeting

For Approval

[Chair](#)

Approval of Minutes from the TLC Regular Board Meeting on February 6, 2025

[Minutes from the TLC Board of Directors Meeting February 6, 2025.docx](#)
[Chair](#)

Approval

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7. Report from the Audit and Finance Committee

[Committee Chair, Payman Berjis](#)

From its meeting of February 18, 2025

1. Q1 2024-25 TLC Operating Results [02-042]

Information

[Committee Chair](#)

[Q1 2024-25 TLC Operating Results.docx](#)

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[Q1 2024-25 TLC Operating Report.xlsx](#)

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2. New TLC Office Location [02-043]

Information

[Committee Chair](#)

Appendix B to the Report - Slide Deck to follow

[New TLC Office Location](#)

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[Appendix B- New TLC Office Slide Deck Financial Information.pptx](#)

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3. Update on Former City of Toronto Umbrella Child Care Leases [02-044]

Information

[Committee Chair](#)

Appendix B - Slide Deck to Follow

[Update on Former City of Toronto Umbrella Child Care Leases \[02-044\]](#)

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8. Report from the Human Resources, Nominating & Governance Committee

[Committee Chair, Aleem Punja](#)

From its Special Meeting of February 25, 2025

1. Revised Conflict of Interest and Confidentiality Policy [01-045] Committee Chair, Aleem Punja	Approval	
Revised Conflict of Interest and Confidentiality Policy		33
APPENDIX A Conflict of Interest & Confidentiality Policy As Amended and Restated.docx		36
Conflict of Interest and Confidentiality Policy Presentation.pptx		53
9. Report from Policy & Planning Committee		
Committee Chair, Igor Dragovic		
From its meeting of March 6, 2025.		
1. McCowan Rd JPS - Surplus for Lease [02-046]	Approval	
McCowan Rd Surplus Declaration for Lease		60
2. Expropriation by Metrolinx at Pape Ave Junior Public School [02-047]		
Expropriation by Metrolinx at Pape Public School.docx		64
APPENDIX C Expropriation Plan AT6697274.pdf		71
3. 50 Ethennonnhawahstihnen' Lane: Proposed Consultant Budget to Advance Mixed-use Development with a Podium Elementary School [02-048]	Approval	
50 Ethennonnhawahstihnen' Lane Proposed Consultant Budget to Advance Mixed use Development with a Podium Elementary School.docx		72
4. 155 Mill Street (Block 9 – West Don Lands): Mixed-use Development with a Podium Elementary School [02-049]		
Mill Street (Block 9 – West Don Lands) Mixed-use Development with a Podium Elementary School.docx		75
10. Adjournment to Closed Session Chair	For Approval	
Subject to Section 207 2(a) and (c), the Board to adjourn to a closed session to consider confidential matters related to TDSB property. See separate in-camera meeting book		
11. Rise and Report and the Meeting Reconvenes in Public Session Chair	Decision	
12. Termination of Meeting		

**TORONTO LANDS CORPORATION
60 ST. CLAIR AVENUE EAST
TORONTO, ONTARIO**

**MINUTES OF BOARD OF DIRECTORS MEETING (PUBLIC)
HELD IN-PERSON AT TORONTO LANDS CORPORATION OFFICE
AND VIRTUALLY VIA MICROSOFT TEAMS
TORONTO, ONTARIO**

February 6, 2025, 4:00 PM

The following Board members were present:

John Filion (Citizen Director / Chair, in-person),
Aleem Punja (Citizen Director / Vice-Chair, in-person),
Payman Berjis (Citizen Director, in-person),
Igor Dragovic (Citizen Director, virtual),
Liban Hassan (Trustee Director, regrets),
Shelley Laskin, (Trustee Director, in-person),
James Li (Trustee Director, regrets)
Dan MacLean (Trustee Director, in-person)
Leola Pon (TDSB Staff Director, regrets)
Maia Puccetti (TDSB Staff Director, virtual)

The following TLC staff were present:

Ryan Glenn, CEO, TLC
George Kralidis (Head of People & Culture),
Markus O'Brien Fehr (Manager, Communications & External Relations),
Linda Pietrangelo (Head of Corporate Accountability & Governance)
Barbara Carou (Director, Development & Strategic Partnerships),
Yvonne Choi (Director of Planning),
Wilbur Wong (Director, Real Estate & Leasing).

1. Call to Order & Confirmation of Quorum

There being a quorum present, and the Directors having been given adequate and proper notice of the meeting, John Filion, Chair, called the meeting to order at 4:00 PM (EST).

2. Land Acknowledgement

John Filion, Chair, read the following Land Acknowledgement:

MEETING MINUTES (Public Session)

We acknowledge we are hosted on the lands of the Mississauga of the Anishinaabe, the Haudenosaunee Confederacy and the Wendat. We also recognize the enduring presence of all First Nations, Métis and the Inuit peoples.

3. Declaration of Conflict of Interest under the Municipal Conflict of Interest Act and the Ontario Business Corporation Act

No conflicts of interest were declared.

4. Approval of the Agenda/Other Business

Shelley Lasking seconded by Aleem Punga moved that the agenda be approved as distributed.

5. Approval of the Minutes of the Board of Directors Meeting

The minutes of the Board of Directors meeting from November 21, 2024, before the Board.

Shelley Laskin seconded by Maia Puccetti moved that the Minutes of the previous Board Meeting on November 21, be approved without amendment.

6. Report from the Audit and Finance Committee of December 12, 2024**1. TLC 2023-24 Q4 Operating Results Report**

Payman seconded by Shelley Laskin moved that 2023-24 Q4 Operating Results Report be received for information.

The motion carried.

2. TLC Unaudited Financial Statements for The Year Ending August 31, 2024

Payman Berjis seconded by Shelley Laskin moved that the TLC Unaudited Financial Statements for the year ending August 31, 2024, be received for information.

The motion carried.

3. Revised 2024-2025 TLC Operations Budget

Payman Berjis seconded by Shelley Laskin moved that the TLC Board receive the Revised 2024-2025 TLC Operations Budget, for information.

The motion carried.

MEETING MINUTES (Public Session)**4. Revisions To TLC Delegation Authority Policy**

Paymen Berjis seconded by Shelley Laskin moved that the TLC Board adopt the updated *Delegation of Signing Authority Policy* as presented.

The motion carried.

7. Report from the Human Resources, Nominating and Governance Committee of January 21, 2025**1. Conflict of Interest and Confidentiality Policy: Update on TDSB Legal Opinion**

Aleem Punja seconded by Dan MacLean moved that TLC Staff bring back a revised Conflict of Interest Policy to a special meeting of the Human Resources, Nominating and Governance Committee (HRNG) in February-March 2025.

The motion carried.

2. Pay Equity Analysis

Aleem Punja seconded by Dan MacLean moved that the HRNG Committee receive this report, Pay Equity Analysis, for information.

The motion carried.

3. 2024-2025 TLC Organizational Structure and Chart

Aleem Punja seconded by Dan MacLean moved that the 2024-2025 TLC Organizational Structure and Chart be received for information.

The motion carried.

4. Governance Work Plan

Aleem Punja seconded by Dan MacLean moved that the report be received for information.

The motion carried.

5. 2025 TLC Communications Update and Work Plan

Aleem Punja seconded by Dan MacLean moved that the report, outlined in Appendix A be received for information.

8. Report from the Policy and Planning Committee Meeting of January 23, 2021

MEETING MINUTES (Public Session)**1. 50 Ethennonnhawahstihnen' Lane: Mixed-use Development with a Podium Elementary School [01-034]**

Payman Berjis seconded by Maia Puccetti moved the TLC Board receive this report, 50 Ethennonnhawahstihnen' Lane: Mixed-use Development with a Podium Elementary School for information and forward the report to the TDSB Board for information.

The motion carried.

2. TLC Lease & License Approvals [01-035]

Igor Dragovic seconded by Shelley Laskin, moved that:

1. Toronto Lands Corporation be authorized to enter into a temporary crane swing license agreement with Minto (Cordova) LP by its general partner 2598325 Ontario Inc., at Islington Junior Middle School, 44 Cordova Avenue, for a term of two (2) years commencing in 2025, upon terms and conditions satisfactory to TLC in its reasonable discretion in form and content satisfactory to TLC's legal counsel.

2. Toronto Lands Corporation be authorized to enter into a temporary shoring tieback license agreement with Minto (Cordova) LP by its general partner 2598325 Ontario Inc., at Islington Junior Middle School, 44 Cordova Avenue, for a term of three (3) years commencing in 2025, upon terms and conditions satisfactory to TLC in its reasonable discretion in form and content satisfactory to TLC's legal counsel.

3. Toronto Lands Corporation be authorized to enter into and a temporary construction staging license agreement with Minto (Cordova) LP by its general partner 2598325 Ontario Inc., on the Islington JMS site, located at 44 Cordova Avenue, for a term of three (3) years, upon terms and conditions satisfactory to TLC in its reasonable discretion in form and content satisfactory to TLC's legal counsel, and;

4. The report, TLC Lease & License Approvals, be forwarded to the TDSB Board for approval.

The motion carried.

3. Strategy to Address Growth and Intensification - 2024 Update to Board on Land Use Planning Matters [01-036]

Igor Dragovic seconded by Shelley Laskin moved that the report be received and forwarded to the TDSB for information.

The motion carried.

MEETING MINUTES (Public Session)**4. Update Report on Ontario Land Tribunal (Olt) Appeal Of City Of Toronto Zoning By-law 569-2013 [01-037]**

Igor Dragovic seconded by Shelley Laskin moved that the report be received and forwarded to the TDSB Board for information.'

5. Downsview West – Future School Opportunity [01-038]

Igor Dragovic seconded by Shelley Laskin moved that:

1. TLC continue to explore the feasibility of an elementary school to serve the Downsview West District and report back to the Policy and Planning Committee at its meeting in May 2025.
2. The report, *Downsview West – Future School Opportunity* be received for information.

The motion carried.

6. 2023-2024 TLC Annual Report [01-039]

Igor Dragovic seconded by Shelley Laskin moved that the 2023-24 TLC Annual Report be received and forwarded to the TDSB Board for information.

The motion carried.

7. TLC Multi-Year Strategic Plan [01-040]

It is recommended that TLC staff take feedback from the committee and bring back a revised and finalized Multi-Year Strategic Plan to the Board at its meeting on February 6, 2025.

Motion from forward to TDSB for approval.

9. Adjournment to Closed Session

On a motion by Aleem Punja seconded by Shelley Laskin, the meeting moved into closed session subject to Section 207 2(a) and (c), to consider matters related to the security of TDSB property.

10. Rise and Report and Reconvene in Public Session

At 5:33 p.m. the meeting reconvened in public session

11. Termination of Meeting

Igor Dragovic seconded by Dan MacLean, the meeting terminated at 5:34 p.m.

TLC 2024-25 Q1 OPERATING RESULTS REPORT

COMMITTEE: AUDIT & FINANCE COMMITTEE
DATE: February 18, 2025
ACTION: Information

COMMITTEE RECOMMENDATION

It is recommended that the 2024-25 Q1 Operating Results Report be received for information

STAFF RECOMMENDATION

It is recommended that the 2024-25 Q1 Operating Results Report be received for information.

EXECUTIVE SUMMARY

On a quarterly basis, financial reports as prepared by the TDSB finance team and are provided to the Finance and Audit Committee to give insight into key financial areas of TLC, these reports include:

- TLC Budget Report ([Appendix A](#))
This report is a consolidated financial report containing TLC's approved 2024-25 Budget with allocated budget and actual expenditures with variances noted.
- Site Performance Report – Non-Operating Sites ([Appendix B](#))
This report provides a detailed revenue and expense analysis of each non-instructional property managed by TLC. This report is a management report used to assess the net contribution to TDSB on a site-by-site basis and to identify any arising operational matters.
- Capital Project Status Report ([Appendix C](#))
This report tracks TLC's capital investment into TDSB's non-instructional properties.
- Operating Site Expenses ([Appendix D](#))

These reports are provided to the Audit and Finance Committee to inform the Committee of TLC's financial position as a part of the Directors fiduciary responsibility. The presentation of

financial information is to assist in the monitoring of TLC operations and to hold staff accountable for the effective management and utilization of resources.

STRATEGIC DIRECTION

TDSB Strategic Plan Goal:	Revitalize - All students and staff learn and work in inclusive, safe, and modern environments.
TLC Strategic Plan Goal:	To be a highly functioning organization successfully aligning TLC's and TDSB's Missions and the Shareholder Direction TLC is required to provide regular reporting to the Board of Directors on its financial position.

ACTION PLAN AND ASSOCIATED TIMELINE

Following the presentation of the 2024-25 Q1 Operating Report to the Audit & Finance Committee on February 18, 2025 it will be forwarded to the TLC Board at its meeting of March 25, 2025, for information.

RESOURCE IMPLICATIONS

N/A

DUE DILIGENCE

The operating statements produced by TDSB finance staff have undergone thorough due diligence to ensure accuracy and compliance with established financial standards.

POLICY AND PROCEDURE REFERENCE(S)

N/A

APPENDICES

CLICK HERE TO ACCESS

[Appendix A](#) TLC Budget Report
[Appendix B](#) Site Performance Report – Non-Operating Sites
[Appendix C](#) Capital Project Status Report
[Appendix D](#) Operating Site Expenses Report

FROM

Craig Snider, Executive Officer, Business Services, TDSB, at craig.snider@tdsb.on.ca.

Ryan Glenn, Chief Executive Officer, Toronto Lands Corporation, at rglenn.tlc@tdsb.on.ca or at 437-219-8191

Appendix A
Toronto Lands Corporation Budget Report
For the quarter ended November 30, 2024

Description	Note	2024-25 Operating					2024-25 Capital					2024-25 Total				2023-24 Total	
		Revised Budget	Q1 Budget	Actual	Variance	%	Revised Budget	Q1 Budget	Actual	Variance	%	Revised Budget	Q1 Budget	Q1 Actuals	Q1 Variance	Budget	Actual
Non-Operating Sites																	
Real Estate Revenue																	
Lease Revenue and Recoveries	1	7,533,975	1,883,494	1,749,749	(-133,745)	-7.1%	-	-	-	-	0.0%	7,533,975	1,883,494	1,749,749	(-133,745)	6,046,109	6,694,865
Less: Capital Improvement Funds		-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	(-1,000,000)	(-1,000,000)
Total Real Estate Revenue		7,533,975	1,883,494	1,749,749	(-133,745)	-1.8%	-	-	-	-	0.0%	7,533,975	1,883,494	1,749,749	(-133,745)	5,046,109	5,694,865
Property Management Expenditures																	
Caretaking	2	544,616	136,154	93,262	42,892	31.5%	-	-	-	-	0.0%	544,616	136,154	93,262	42,892	510,052	320,845
Maintenance	3	499,494	124,873	92,702	32,171	25.8%	-	-	-	-	0.0%	499,494	124,873	92,702	32,171	484,945	428,219
Utilities	4	499,430	124,858	102,683	22,175	17.8%	-	-	-	-	0.0%	499,430	124,858	102,683	22,175	466,529	431,789
Overhead cost / Other Costs		167,092	41,773	41,773	-	0.0%	-	-	-	-	0.0%	167,092	41,773	41,773	-	220,092	220,092
Total Operations Expenses		1,710,632	427,658	330,420	97,238	5.7%	-	-	-	-	0.0%	1,710,632	427,658	330,420	97,238	1,681,618	1,400,944
Net Non-Operating Sites before Administrative Cost		5,823,343	1,455,836	1,419,329	(-36,507)	-0.6%	-	-	-	-	0.0%	5,823,343	1,455,836	1,419,329	(-36,507)	3,364,491	4,293,920
Operating School Facilities																	
Real Estate Revenue																	
Childcare Lease Agreements (former City of Toronto)	5	7,412,175	1,853,044	1,850,816	(-2,227)	-0.1%	-	-	-	-	0.0%	7,412,175	1,853,044	1,850,816	(-2,227)	6,336,265	6,386,382
City of Toronto Pools Agreements		6,064,272	1,516,068	1,541,523	25,455	1.7%	-	-	-	-	0.0%	6,064,272	1,516,068	1,541,523	25,455	6,030,242	5,890,487
City of Toronto Stage 1 Revenues		1,100,000	275,000	275,000	-	0.0%	-	-	-	-	0.0%	1,100,000	275,000	275,000	-	1,100,000	1,100,000
City of Toronto Exclusive Use Agreements		1,249,143	312,286	313,288	1,002	0.1%	-	-	-	-	0.0%	1,249,143	312,286	313,288	1,002	1,239,654	1,193,320
Contract Services and Partnership Development (CSPD) and LINC Lease Administration		272,440	68,110	67,332	(-778)	-1.1%	-	-	-	-	0.0%	272,440	68,110	67,332	(-778)	333,902	294,957
Air Conditioning Surcharge		153,400	-	-	-	0.0%	-	-	-	-	0.0%	153,400	38,350	-	0	114,600	133,200
Private Child Care and Other Agreements		4,830,125	1,207,531	1,201,946	(-5,585)	-0.5%	-	-	-	-	0.0%	4,830,125	1,207,531	1,201,946	(-5,585)	3,928,480	4,471,280
Temporary Property Interests with Third Parties	6	753,621	188,405	79,160	(-109,245)	-58.0%	-	-	-	-	0.0%	753,621	188,405	79,160	(-109,245)	426,899	301,078
Total Real Estate Revenue		21,835,176	5,420,444	5,329,065	(-91,379)	-0.4%	-	-	-	-	0.0%	21,835,176	5,458,794	5,329,065	(-91,379)	19,510,042	19,770,703
Property Management Expenditures																	
Total Operations Expense - Operating Sites	7	27,899,836	6,936,609	6,847,234	89,375	1.3%	-	-	-	-	0.0%	27,899,836	6,974,959	6,847,234	89,375	26,344,837	26,640,661
Provision for Rental Arrears		5,000	1,250	-	1,250	100.0%	-	-	-	-	0.0%	5,000	1,250	0	1,250	5,000	-
Total Operations Expenses		27,904,836	6,937,859	6,847,234	90,625	0.3%	-	-	-	-	0.0%	27,904,836	6,976,209	6,847,234	90,625	26,349,837	26,640,661
Net School Facilities before Administrative Cost		(-6,069,660)	(-1,517,415)	(-1,518,169)	(-754)	0.0%	-	-	-	-	0.0%	(-6,069,660)	(-1,517,415)	(-1,518,169)	(-754)	(-6,839,796)	(-6,869,958)
Administrative Revenue and Costs																	
TDSB Staff and Services Cost																	
Facility Services	8	63,340	15,835	14,774	1,061	6.7%	95,009	23,752	22,161	1,592	6.7%	158,349	39,587	36,934	2,653	148,886	179,247
Business Services		46,783	11,696	20,454	(-8,758)	-74.9%	70,175	17,544	30,681	(-13,137)	-74.9%	116,958	29,239	51,134	(-21,895)	110,415	187,423
Administrative Support Allocation		24,240	6,060	6,060	-	0.0%	36,360	9,090	9,090	-	0.0%	60,600	15,150	15,150	-	60,600	60,600
Total TDSB Realty Staff and Services		134,363	33,591	41,287	(-7,697)	-22.9%	201,544	50,386	61,931	(-11,545)	-22.9%	335,906	83,977	103,219	(-19,242)	319,901	427,270
TLC Revenue																	
Interest Revenue	10	11,000	2,750	4,067	1,317	47.9%	-	-	-	-	0.0%	11,000	2,750	4,067	1,317	11,000	17,963
Sublease (60 St. Clair Ave. East - Rm 704)		-	-	6,293	6,293	100.0%	-	-	-	-	0.0%	-	-	6,293	6,293	-	-
TLC Administration Expenses																	
Board Remuneration	9	20,000	5,000	6,533	(-1,533)	-30.7%	30,000	7,500	9,800	(-2,300)	-30.7%	50,000	12,500	16,333	(-3,833)	50,000	31,062
Salaries and Benefits		2,622,652	655,663	473,206	182,457	27.8%	1,351,063	337,766	243,773	93,993	27.8%	3,973,716	993,429	716,979	276,449	3,148,742	3,637,126
Professional Development		6,418	1,604	714	890	55.5%	9,626	2,407	1,071	1,336	55.5%	16,044	4,011	1,785	2,226	30,000	9,771
Supply and Services		37,322	9,331	8,671	659	7.1%	55,983	13,996	13,007	989	7.1%	93,305	23,326	21,678	1,648	93,305	124,342
Rental expenses: TLC office	10	44,239	11,060	13,463	(-2,403)	-21.7%	66,359	16,590	20,194	(-3,605)	-21.7%	110,598	27,650	33,657	(-6,008)	136,731	132,872
Legal Fees	11	170,000	42,500	51,062	(-8,562)	-20.1%	255,000	63,750	25,399	38,351	60.2%	425,000	106,250	76,462	29,788	465,000	464,626
Fees and Contractual Services	11	440,000	110,000	21,005	88,995	80.9%	660,000	165,000	77,306	87,694	53.1%	1,100,000	275,000	98,310	176,690	1,525,500	701,821
Furniture and Equipment		2,800	700	-	700	100.0%	4,200	1,050	-	1,050	100.0%	7,000	1,750	-	1,750	7,000	1,205
Other expenditures		6,800	1,700	1,215	485	28.5%	10,200	2,550	1,822	728	28.5%	17,000	4,250	3,037	1,213	29,000	9,574
Total TLC Administration		3,350,231	837,558	575,870	261,688	31.2%	2,442,431	610,608	392,372	218,236	35.7%	5,792,663	1,448,166	968,242	479,924	5,485,278	5,112,399
Net Administrative Cost		3,473,594	868,398	606,797	246,382	28.4%	2,643,975	660,994	454,302	206,691	31.3%	6,117,569	1,529,392	1,061,100	453,072	5,794,179	5,521,706
Net Contribution/(Cost) to TDSB Before Proceeds of Disposition		(-3,719,910)	(-929,978)	(-705,637)	209,121	-22.5%	(-2,643,975)	(-660,994)	(-454,302)	206,691	-31.3%	(-6,363,886)	(-1,590,971)	(-1,159,940)	415,811	(-9,269,484)	(-8,097,743)
Proceeds of Disposition	12	-	-	-	-	0.0%	95,516,867	61,716,867	61,716,867	-	0.0%	95,516,867	61,716,867	61,716,867	-	64,800,000	2,044,802
Net Contribution/(Cost) to TDSB		(-3,719,910)	(-929,978)	(-705,637)	209,121	-22.5%	92,872,892	61,055,873	61,262,565	206,691	0.3%	89,152,981	60,125,896	60,556,927	415,811	55,530,516	(-6,052,941)

Notes

- 1 Refer to Appendix B for details of performance by site.
- 2 Variance due to lower utilization of caretaking services for three sites because of poor performance. Changing to a new vendor is currently under consideration.
- 3 Favorable as emergency repairs are unpredictable and planned maintenance usually takes place over the summer
- 4 Favorable primarily due to timing. Higher costs are expected to offset starting in Q3 due to air conditioning.
- 5 Favorable due to lower number of credits for pool closures provided than anticipated in budget.
- 6 Unfavorable variance arises because temporary access agreement fees are unpredictable and typically short term in nature.
- 7 Refer to Appendix D for details.
- 8 Unfavorable due temporary Property Accountant to support the transition of umbrella leases. This contract position ended on December 31, 2024.
- 9 Favorable variance due to the delay in hiring of one new position and step increases. The budget assumed full year expense for both. Step increases are not implemented until January 2025.
- 10 Variance is due to operational fixed costs which are fully offset from sublease of Room 704 at 60 St. Clair Ave. East.
- 11 Expenses are typically realized in the second half of the year as projects and property sale related activity progresses.
- 12 Actual proceeds include a prior year post sale adjustment of \$516,867 and the disposition of Scarlett Heights for \$61,200,000.

Appendix B
Site Performance Report - Non Operating Sites
For the quarter ended November 30, 2024

							Operations Expense																				
							Revenue			Caretaking Expense			Maintenance Expense			Utilities Expense			Overhead Expense			Total Expenditures					
BLDG #	Business Entity Name	Used As	Type of Lease	O/H	Rentable Bldg Area	Total Bldg Area	Revised Estimates	YTD Budget	YTD Actuals	Revised Estimates	YTD Budget	YTD Actuals	Revised Estimates	YTD Budget	YTD Actuals	Revised Estimates	YTD Budget	YTD Actuals	Revised Estimates	YTD Budget	YTD Actuals	YTD Budget	YTD Actuals	Revenue less Expenses YTD Budget	Revenue less Expenses YTD Actuals	Site Performance per sq. ft. (Actual)	
Leased Single-Tenant Building																											
3171	Brookbanks PS	Fully leased	Semi-Gross (1)	0.5	67,492	73,001	594,470	148,617	148,617	1,165	291	189	33,058	8,265	3,654	-	-	-	20,585	5,146	5,146	13,702	8,989	134,915	139,628	2.07	
3086	Burnett Public School	Fully leased	Semi-Gross (1)	0.5	18,589	18,589	424,898	106,225	123,152	874	218	94	4,555	1,139	1,513	-	-	-	5,670	1,417	1,417	2,775	3,025	103,450	120,128	6.46	
3059	CBParsons Public School (note 1)	Fully leased	Semi-Gross (1)	0.5	47,189	47,189	1,002,766	250,692	129,770	770	193	142	10,623	2,656	16,462	-	-	-	14,393	3,598	3,598	6,446	20,202	244,245	109,567	2.32	
3771	D B Hood Community School	Fully leased	Semi-Gross (3)	0.5	53,846	59,768	579,846	144,962	145,594	1,396	349	48	6,483	1,621	863	-	-	-	16,423	4,106	4,106	6,076	5,017	138,886	140,577	2.61	
3906	Queens Court	Fully leased	Net (1)	0	20,017	20,017	325,276	81,319	75,139	1,069	267	190	3,433	858	3,770	-	-	-	-	-	-	1,126	3,960	80,193	71,179	3.56	
3092	200 Wilmington Avenue	Fully leased	Net (2)	0	57,728	101,723	923,715	230,929	230,929	-	-	-	-	-	-	-	-	-	-	-	-	0	0	230,929	230,929	4.00	
Single-Tenant Lease Subtotal							3,850,971	962,743	853,200	5,274	1,319	664	58,153	14,538	26,261	-	-	-	57,070	14,268	14,268	30,124	41,192	932,618	812,008		
Leased Multi-Tenant Building																											
3898	Douglas Park	Fully leased	Gross (1)	1	15,444	17,720	246,721	61,680	61,680	83,695	20,924	9,468	55,751	13,938	4,507	44,842	11,210	6,541	10,441	2,610	2,610	48,682	23,127	12,998	38,554	2.50	
3746	Earlscourt Junior PS	Fully leased	Semi-Gross (4)	0.5	115,643	136,140	957,065	239,266	219,849	35,620	8,905	5,841	129,780	32,445	37,094	241,901	60,475	55,763	35,271	8,818	8,818	110,643	107,516	128,623	112,333	0.97	
3973	Gooderham Learning Centre (note 2)	Lease/TDSB	Gross (1)	1	12,045	20,344	-	-	-	47,901	11,975	11,134	26,972	6,743	2,428	30,273	7,568	4,736	11,500	2,875	2,875	29,161	21,172	(-29,161)	(-21,172)	(-1.76)	
3091	Kenton Public School	Lease/TDSB	Gross (3)	1	21,563	39,127	368,311	92,078	90,941	123,842	30,960	27,454	52,729	13,182	10,687	43,134	10,783	9,276	21,893	5,473	5,473	60,399	52,891	31,679	38,050	1.76	
3459	Mccowan Road Junior PS	Partially	Gross (1)	1	37,133	41,706	750,669	187,667	186,518	152,736	38,184	14,778	101,914	25,478	7,771	67,747	16,937	17,447	23,079	5,770	5,770	86,369	45,765	101,298	140,753	3.79	
3806	Old Orchard Jr. PS	Fully leased	Gross (1)	1	12,946	14,434	214,720	53,680	53,680	95,547	23,887	23,923	71,309	17,827	3,954	71,534	17,883	8,921	7,837	1,959	1,959	61,557	38,757	(-7,876)	14,923	1.15	
Multi-Tenant Lease Subtotal							2,537,487	634,372	612,669	539,341	134,835	92,599	438,455	109,614	66,441	499,430	124,858	102,683	110,021	27,505	27,505	396,812	289,227	237,560	323,441		
Commercial																											
3921	705 Progress Ave	Partially	Co-owned with City	0	77,829	155,658	765,000	191,250	191,250	-	-	-	-	-	-	-	-	-	-	-	-	-	-	191,250	191,250	2.46	
Long-Term Land Lease																											
3902	Humber Heights Centre	Fully leased	Net (2)		0 land only	217,800	202,500	50,625	50,625	-	-	-	-	-	-	-	-	-	-	-	-	-	-	202,500	50,625	N/A	
3083	Northview Heights (Vacant Land only)	Fully leased	Net (2)		0 land only	43,560	99,268	24,817	24,817	-	-	-	-	-	-	-	-	-	-	-	-	-	-	99,268	24,817	N/A	
Long-Term Land Lease Subtotal							301,768	75,442	75,442	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75,442	75,442	
Vacant Land																											
3087	44 Champlain Road	Vacant land	Gross		0 land only	55,757	10,000	2,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	0	N/A	
3090	Glen Rush (note 3)	Vacant land	Licence Agreement		0 land only	20,850	-	-	-	-	-	-	2,886	722	-	-	-	-	-	-	-	722	-	(-2,886)	0	N/A	
3880	Mimico (Parking Lot)	Fully leased	Net (2)		0 land only	43,560	15,750	3,938	3,938	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,750	3,938	N/A	
Vacant Land Subtotal							25,750	6,438	3,938	-	-	-	2,886	722	-	-	-	-	-	-	-	722	-	5,716	3,938		
Lease revenues and recoveries							7,480,975	1,870,244	1,736,499	544,616	136,154	93,262	499,494	124,873	92,702	499,430	124,858	102,683	167,092	41,773	41,773	427,658	330,420	1,442,585	1,406,079		
TDSB Occupancy Charges																											
3973	Gooderham Learning Centre	Lease/TDSB	Gross (1)	1	20,344	20,344	46,000	11,500	11,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	11,500	11,500	N/A	
3091	Kenton Public School	Lease/TDSB	Gross (3)	1	39,127	39,127	7,000	1,750	1,750	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,750	1,750	N/A	
TDSB Program and Administration							53,000	13,250	13,250	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13,250	13,250	
Grand Total							7,533,975	1,883,494	1,749,749	544,616	136,154	93,262	499,494	124,873	92,702	499,430	124,858	102,683	167,092	41,773	41,773	427,658	330,420	1,455,836	1,419,329		

Notes:
1 Lower revenue due to timing. Rent changes for Fieldstone Day School totalling \$120K were processed in Dec 2024 retro to Sep 2024. Maintenance overage due to drain line leak repairs (\$1.9K) and associated labour cost (\$12K).
2 Gooderham Learning Centre lease was terminated Dec 31, 2023
3 Billing is performed annually in July

Type of Lease:	Overhead allocation:
Net (1)	0% Landlord pays for roof repairs and tenant all other expenses.
Net (2)	0% Tenant pays for all expenses.
Semi-Gross (1)	50% Landlord pays for structural, electrical, mechanical, plumbing, and roof repairs.
Semi-Gross (2)	50% See Semi-Gross (1) plus landlord pays for lifesafety checks but recovers costs from tenant.
Semi-Gross (3)	50% See Semi-Gross (1) plus landlord pays for maintenance of lifesafety systems.
Semi-Gross (4)	50% Tenants to own cleaning and TCDSB pays a pro-rata share of the cost of utilities and most repairs and maintenance.
Gross (1)	100% All operating costs including repairs and maintenance to the account of the landlord.
Gross (2)	100% Landlord pays for all site expenses except for caretaking/cleaning.
Gross (3)	100% Landlord pays for all site expenses but recoveries utility cost increases from 1 of the 2 tenants.

Appendix C
Open Capital Project Status Report
For the quarter ended November 30, 2024

School Name/Project Description	Approved Budget	Prior Years Expenditures	Current Year Expenditures	Available Funds	Status
2020-2021 Projects					
McCowan Road-RPLExhaustFans-TR-21-0904	\$ 300,000	\$ 232,185	\$ -	\$ 67,815	Substantially Complete
2021-2022 Projects					
Old Orchard JPS-FoundationPH1-TR-21-0905	\$ 763,636	\$ 634,659	\$ 257	\$ 128,720	Substantially Complete
McCowan PS-RPL Inverter TR-22-0091	\$ 45,000	\$ -	\$ -	\$ 45,000	Tender Awarded
Burnett PS-RPL 10 Metal Doors-TR-22-0193	\$ 252,571	\$ 105,145	\$ 86,521	\$ 60,905	In Progress
Queens Court-RPLWindows-TR-22-0190	\$ 679,000	\$ 45,001	\$ 1,859	\$ 632,140	In Tender
2022-2023 Projects					
Old Orchard PS-RPL FA System-TR-18-1222	\$ 96,250	\$ 15,309	\$ -	\$ 80,941	In Design
2023-2024 Projects					
Old Orchard PS-UPGParkingLot-TR-18-0624	\$ 13,200	\$ 112	\$ -	\$ 13,088	In Design
Unassigned to a project	\$ 2,376,694	\$ -	\$ -	\$ 2,376,694	Awaiting allocation
TOTAL	\$ 4,526,351	\$ 1,032,411	\$ 88,637	\$ 3,405,303	

Appendix D
Total Operations Expense - Operating Sites
For the quarter ended November 30, 2024

Description	Revised Budget	YTD Budget	YTD Actuals	YTD Variance
Expenses for this category are calculated based on square feet occupied multiplied by the average cost per square				
Caretaking	4,556,594	1,139,149	1,139,149	-
Maintenance	2,095,498	523,875	523,875	-
Utilities	1,515,892	378,973	378,973	-
Overhead cost / Other Costs	6,830,433	1,707,608	1,707,608	-
Total Expenses based upon Square Footage	14,998,418	3,749,604	3,749,604	-
Expenses for these categories are assumed to be the same as revenue due to difficulty associated with tracking costs by square foot separately.				
City of Toronto Pools Agreements	6,064,272	1,516,068	1,541,523	(-25,455)
City of Toronto Stage 1 Revenues	1,100,000	275,000	275,000	-
Air Conditioning Surcharge	153,400	-	-	
Private Child Care and Other Agreements	4,830,125	1,207,531	1,201,946	5,585
Temporary Property Interests with Third Parties	753,621	188,405	79,160	109,245
Total Expenses Assumed equal to revenue	12,901,418	3,187,005	3,097,630	89,375
Total Operations Expense - Operating Sites	27,899,836	6,936,609	6,847,234	89,375

New TLC Office Location

COMMITTEE: TLC Board of Directors
DATE: March 25, 2025
ACTION: Decision

RECOMMENDATION

It Is Recommended That:

The CEO of the Toronto Lands Corporation ("TLC") be authorized to undertake the necessary actions to renovate Oak Park Centre located at 286 Oak Park Avenue, for a future TLC office.

EXECUTIVE SUMMARY

At its meeting of February 18, 2025, the TLC Audit and Finance Committee considered the report, "New TLC Office Location," attached as Appendix A. The report outlined that the current TLC office located at 60 St. Clair Ave East is under a lease agreement in a third party-owned space which is set to expire on February 18, 2026. As a result of the lease expiration, TLC has an opportunity to reconsider the organization's approach to administrative space and proposed that its next office location be in a TDSB building with staff having identified the Oak Park Centre at 286 Oak Park Avenue as TLC's future office space.

It was decided at the meeting that the report be referred to TLC staff to provide financial information relating to the building's value, a breakdown of the renovation costs with an outline of what the estimated \$1.2M capital investment covers. Staff were also asked to provide an opinion on the property's value if leased, the potential lease revenue following the capital investment, and a calculation of the net present value (NPV) for each option. Staff have now provided the committee with the requested due diligence as indicated in Appendix B and continues to recommend that TLC move forward with an administrative office space at Oak Park Centre.

STRATEGIC DIRECTION

TDSB Strategic Plan Goal:	Revitalize - All students and staff learn and work in inclusive, safe and modern environments.
---------------------------	--

New office space will allow space for TLC's growing numbers as it continues to expand the volume of work from its client, the TDSB

TLC Strategic Plan Goal: To be a highly functioning organization successfully aligning TLC's and TDSB's Missions and the Shareholder Direction
Investing into a TDSB facility and optimizing its use will save money in the long run

ACTION PLAN AND ASSOCIATED TIMELINE

- March 25, 2025: TLC Board
- April 2025 to January 2026: Engage TDSB Design and Construction to provide a finalized space plan and engage necessary vendors and trades to undertake renovations.
- Approximately February 2026: Move to 286 Oak Park Drive

RESOURCE IMPLICATIONS

Invest approximately \$1.2M into the property at 286 Oak Park Drive. Estimated annual occupancy cost of approximately \$75,000 / year for caretaking, utilities, and maintenance.

DUE DILIGENCE

POLICY AND PROCEDURE REFERENCE(S)

Shareholder's Direction

APPENDICES

APPENDIX A New TLC Office Space Report #2025-02-043

APPENDIX B Slide Deck

FROM

Ryan Glenn, Chief Executive Officer, Toronto Lands Corporation, at rglenn.tlc@tdsb.on.ca or at 437-219-8191.

Wilbur Wong, Director of Real Estate & Leasing, Toronto Lands Corporation, at wwong.tlc@tdsb.on.ca or at 416-788-3229.

Simon Hewett, Manager, Asset Management & Leasing, Toronto Lands Corporation, at shewett.tlc@tdsb.on.ca or at 437-994-3604.

APPENDIX A

New TLC Office Location

COMMITTEE: AUDIT & FINANCE COMMITTEE
DATE: February 18, 2025
ACTION: Decision

Committee Recommendation:

That the report be referred back to TLC staff to provide relevant financial information as requested by the Committee and bring back a report to the TLC Board at its meeting of March 25, 2025.

Staff Recommendation:

The CEO of the Toronto Lands Corporation ("TLC") be authorized to undertake the necessary actions to renovate Oak Park Centre located at 287 Oak Park Avenue, for a future TLC office.

EXECUTIVE SUMMARY

TLC's offices have been located at 60 St. Clair Avenue East for over 10 years. The current lease for the third party-owned office space expires on February 28, 2026, presenting an opportunity to reconsider the organization's approach to administrative space. TLC's staffing complement has grown beyond the capacity of its existing space. The organization has identified the need for staffing scalability to maximize delivery on its mandate and will need space to accommodate that flexibility.

TLC has identified that any future office site should have at least 25 staff capacity, possibly utilizing additional workstations as touchdown opportunities for TDSB staff. The TLC Board has also identified a preference for a board room sufficiently large enough to conduct board meetings with members of the public in attendance. A larger common space could also be repurposed for public use, professional development, or other TDSB activities. Staff estimate a minimum increase of 30% (approximately 1000 square feet) in space would be required to meet these goals.

As the managers of one of the largest real estate portfolios in the city, TLC should ideally utilize TDSB's holdings to provide administrative space for its operations. Staff have identified the Oak Park Centre at 287 Oak Park Avenue as a currently underutilized TDSB facility with little long-term strategic value that would be an ideal candidate for future administrative use.

TDSB Design and Construction staff have reviewed the site and estimated a budget of \$1.2 million to bring the property up to a modern office standard.

TLC allocates \$1 million of its annual leasing revenue towards state-of-good repair requirements for non-operating school properties. Non-operating schools are generally not prioritized when tendering repair contracts, leaving this budget underutilized. Drawing on the surplus to invest in the Oak Park facility would provide the full capital required to renovate and fulfil the purpose of restoring the TDSB property.

Appendix A outlines an analysis of alternative third-party office space in addition to extending the existing office footprint. Based on the increased space requirement and current market leasing rates, staff estimate a 64% increase from the current annual cost of \$111,000 to approximately \$180,000, if TLC remained in a third-party lease. By utilizing the Oak Park facility, the annual operating cost to TLC would drop below \$75,000, creating yearly savings.

Staff recommend that the TLC Board authorize TLC to move forward with the renovation of the Oak Park Centre as the organization's future office.

STRATEGIC DIRECTION

TDSB Strategic Plan Goal:	Revitalize - All students and staff learn and work in inclusive, safe and modern environments. <i>New office space will allow space for TLC's growing numbers as it continues to expand the volume of work from its client, the TDSB</i>
TLC Strategic Plan Goal:	To be a highly functioning organization successfully aligning TLC's and TDSB's Missions and the Shareholder Direction Investing into a TDSB facility and optimizing its use will save money in the long run

ACTION PLAN AND ASSOCIATED TIMELINE

- March 25, 2025: TLC Board
- April 2025 to January 2026: Engage TDSB Design and Construction to provide a finalized space plan and engage necessary vendors and trades to undertake renovations.
- Approximately February 2026: Move to 287 Oak Park Drive

RESOURCE IMPLICATIONS

Invest approximately \$1.2M into the property at 287 Oak Park Drive. Estimated annual occupancy cost of approximately \$75,000 / year for caretaking, utilities, and maintenance.

DUE DILIGENCE

TLC staff have explored market alternatives and provided comparisons in Appendix A.

POLICY AND PROCEDURE REFERENCE(S)

Shareholder's Direction

APPENDICES

APPENDIX A Analysis of Office Space for TLC

FROM

Ryan Glenn, Chief Executive Officer, Toronto Lands Corporation, at rglenn.tlc@tdsb.on.ca or at 437-219-8191.

Wilbur Wong, Director of Real Estate & Leasing, Toronto Lands Corporation, at wwong.tlc@tdsb.on.ca or at 416-788-3229.

Simon Hewett, Manager, Asset Management & Leasing, Toronto Lands Corporation, at shewett.tlc@tdsb.on.ca or at 437-994-3604.

APPENDIX A: ANALYSIS OF OFFICE SPACE FOR TLC



New Head Office Analysis

Important Considerations

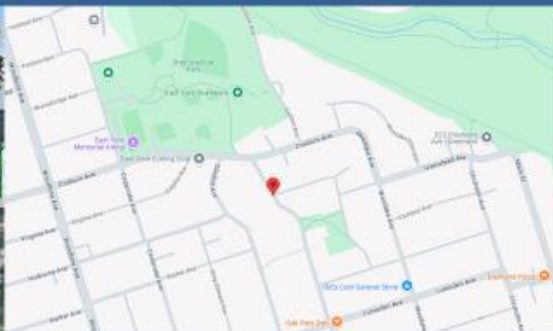
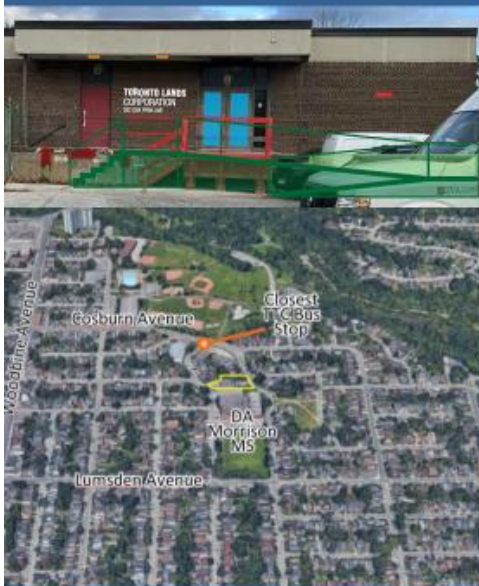
Current Lease Expires
February 28 2026

Office Capacity
TLC Team is 22 with possible future growth

TDSB Building
TLC should be investing in TDSB real estate

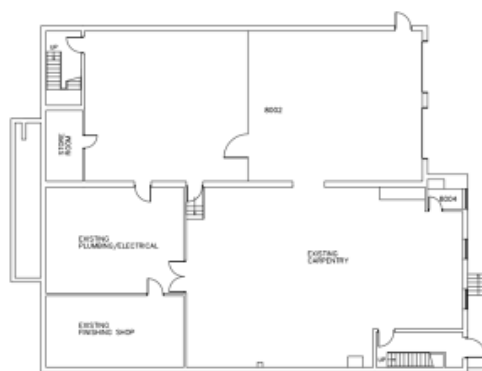
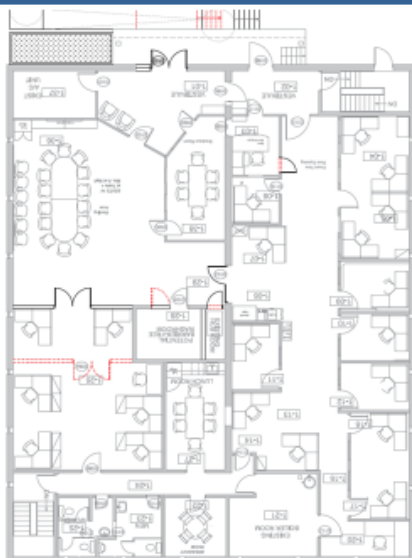
Community
Ensure transparency and opportunity for community use

Recommendation: Oak Park Centre



Landlord	Toronto District School Board
Type of Building	Former Storage / Shop Facilities
Major Intersection	Main & Danforth
Transit Options	20-22 minute walk to TTC Main Station / Danforth GO, Bus Stop Nearby
Other Advantages	Large space with potential for future community use

Recommendation: Oak Park Centre



Recommendation: Oak Park Centre

Pros

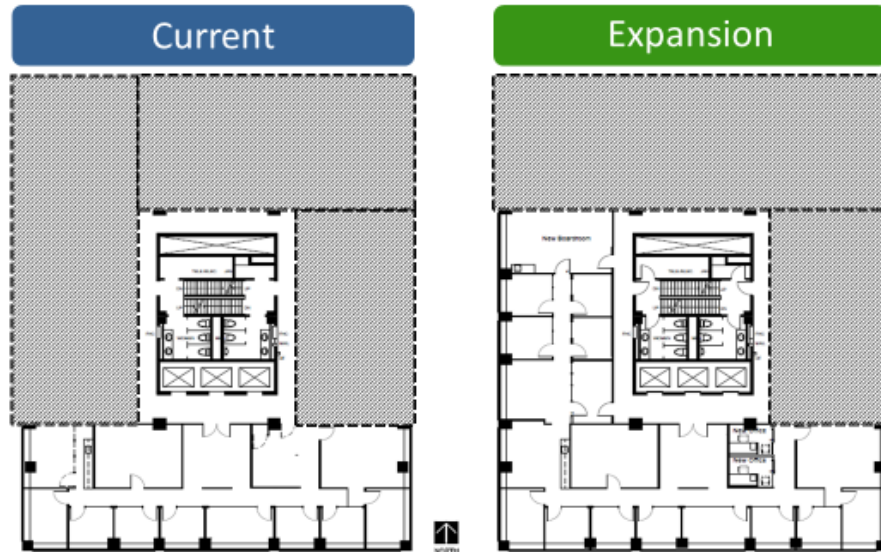
-  Public Perception
-  Collaboration Space & Community Hub
-  Lowest Annual Run-Rate
-  Future expansion (basement area)
-  Proximity to Green Space & Recreation
-  Free Parking

Cons


-  Highest Upfront Cost
-  Proximity to Transit
-  Proximity to Amenities

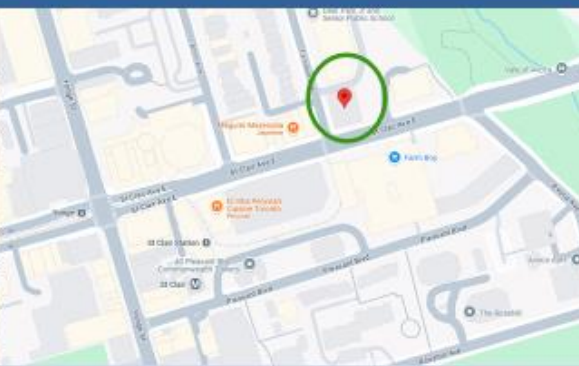
Unit Size	11,556sf
Upfront Cost	\$1,200,000 Construction Costs*** \$15,000 Moving Costs
Term	Permanent
Annual Cost	\$75,000 / year for Caretaking, Utilities, Maintenance*

Alternate: Expanding 60 St. Clair Ave E



Alternate: Expanding 60 St. Clair Ave E





Landlord	Medallion Corporation
Type of Building	Class B Office Building
Major Intersection	Yonge & St. Clair
Transit Options	3 minute walk to TTC St. Clair Station
Other Advantages	Minimal disruption from moving

Expand Existing Site: 60 St. Clair Ave E

Pros



Proximity to Transit



Proximity to Amenities

Cons



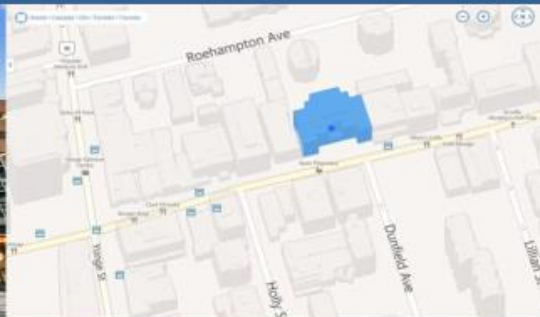
High Annual Cost & Construction Costs are not capped



Public Perception

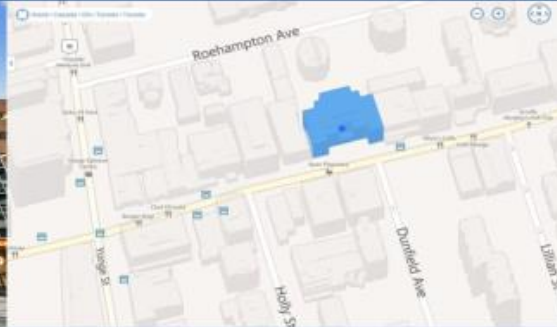
Unit Size	2,928sf + 1,440sf New Space (4,368sf Total)
Upfront Cost	\$75,000 Construction Costs (Landlord to contribute an additional \$65,000) \$0 Moving Cost
Term	5 Years + 8 Months from July 1, 2025
Annual Cost	\$23.00 NET for 3 years, \$25.00 NET for remainder, \$17.97 TMI*, \$178,957 / year

Market Alternative: 90 Eglinton Ave E



Landlord	Madison Group
Type of Building	Class A Office Building
Major Intersection	Yonge & Eglinton
Transit Options	3 minute walk to TTC Eglinton Station
Other Advantages	Flex Meeting Room in nearby building

Market Alternative: 90 Eglinton Ave E



Landlord	Madison Group
Type of Building	Class A Office Building
Major Intersection	Yonge & Eglinton
Transit Options	3 minute walk to TTC Eglinton Station
Other Advantages	Flex Meeting Room in nearby building

Market Alternative: 90 Eglinton Ave E

Pros



Class A Professional Building



Proximity to Transit



Proximity to Amenities

Cons



Highest Annual Cost



Public Perception

Unit Size	4,250sf
Upfront Cost	\$0 Construction Costs (Landlord to Complete and Pay) \$15,000 Moving Costs
Term	5 Years from April 2026 - Fixturing begins November 2025
Annual Cost	\$19.00 NET + \$1.00 / year, \$24.66 TMI*, \$185,555 / year One Month Net-Free Rent (\$6,729)

Financial Comparison

	Current: 60 St. Clair Ave E	Recommendation: Oak Park Centre	Current Expanded: 60 St Clair Ave E	Market Alternative: 90 Eglinton Ave E
Unit Size	2,928sf	11,556sf	4,368sf	4,250sf
Term	Ends February 28 2026	Permanent	5 Years, 8 Months	5 Years
Upfront Cost	N/A	\$1.2M*** \$15,000 Moving Costs	\$75,000***	\$15,000 Moving Costs
Annual Cost	\$111,000	\$75,000**	\$178,957*	\$185,555*
Notes	7 th floor space is not included due to sublet		Landlord is rewriting history for the remaining term of the 2 nd floor, resulting in an increase of \$5,856	Extended fixturing period to March 2026 and one month net-free rent valued at \$6,729

Appendix B: Financial Comparison

	Current	Move to Oak Park Centre	Stay at 60 St Clair	Move to 90 Eglinton
Unit Size	2,928sf	11,556sf	4,368sf	4,250sf
Term	Ends February 28 2026	Permanent	5 Years, 8 Months	5 Years
Upfront Cost	N/A	\$1.2M Construction Costs*** (\$440K Building Construction, \$471K Allowances, \$300K Soft Costs) \$15,000 Moving Costs	\$75,000***	\$15,000 Moving Costs
Annual Cost	\$111,000	\$75,000**	\$178,957*	\$188,699*
Valuation	N/A	2021 – Altus Group – \$2.1-\$2.4M	N/A	N/A
NPV– 15-Year (Discount Rates 5% - 8%)	N/A	\$2.0-\$2.2M	\$2.1-\$2.5M	\$2.1-\$2.6M
Notes	7 th floor space is not included due to sublet	Colliers has provided a letter indicating a potential lease rate of \$10psf after renovations are complete	Landlord is rewriting history for the remaining term of the 2 nd floor, resulting in an increase of \$5,856	Extended fixturing period to March 2026 ; one month gross-free rent valued at \$6,769 & one month net-free rent valued at \$6,729

Update on Former City of Toronto Umbrella Child Care Leases

COMMITTEE: AUDIT & FINANCE COMMITTEE

DATE: February 18, 2025

ACTION: Information

Committee Recommendation:

It is recommended that the report *Update on Former City of Toronto Umbrella Child Care Leases*, be received for information.

Staff Recommendation

It is recommended that the report *Update on Former City of Toronto Umbrella Child Care Leases*, be received for information.

EXECUTIVE SUMMARY

On December 7, 2022, the Board of Toronto District School Board (TDSB) approved a motion with respect to the City of Toronto Umbrella Child Care Leases. The motion arose because the existing agreement restricted the Board's ability to charge the City the full cost of childcare in schools by limiting the reimbursement of operating costs to \$6.50 per square foot with no provision for annual inflation.

The approved motion stated:

- (a) *That the Director be authorized to re-negotiate the umbrella agreement with Toronto Children Services to ensure that the Board is made financially whole going forward;*
- (b) *That, should the negotiations not be completed by January 31, 2023, that the Chair write to the Mayor of Toronto, the City Manager, and Children Services:*
 - i. *to provide notice that the Board will begin charging the actual per square foot cost effective January 1, 2024;*
 - ii. *should the City be unwilling to pay the revised rate, that they notify the Board, by February 1, 2023;*
 - iii. *that the cancellation of the agreement would be effective January 1, 2024.*

As a result of the motion, in January 2023, Board staff sent a letter to the City to ask to renegotiate the Umbrella Agreement ("agreement"). The city responded back that they were not interested in renegotiating the agreement. Subsequently, staff sent a letter to terminate the agreement at the end of March 2023 with an effective date of January 1, 2024.

On April 11, 2023, the Board received a letter from the Ministry of Education regarding the status of the agreement between TDSB and the City. The letter indicated that the Ministry was developing a new childcare formula and that in the interim, the Ministry would be supportive of an agreement between the City and the Board that aligned with the benchmarks for operating and renewal costs under the School Facility Operations and Renewal Grant. It would equate to \$9.94 per square foot for elementary schools and \$9.95 per square foot for secondary schools.

The standardized rate of \$9.94/\$9.95 did not equal cost recovery to TDSB which at the time was \$15.97 per square foot. As a result, TDSB and TLC staff continued to work with Ministry staff to resolve the difference. Following numerous discussions, alignment was obtained to leverage the actual average annual operating cost (“AAOC”) rate calculation utilized by TDSB except building amortization expense would be excluded.

Amortization expense is used to recognize the cost of the buildings over their useful life. For example, a building with a \$40M acquisition cost and a useful life of 40 years will have an annual building amortization charge of \$1M per year. The Ministry position was that since building assets were almost exclusively funded by the Ministry of Education, charging amortization costs as part of the cost recovery rate resulted in the same expense being funded by the Ministry twice. It should be noted however there is frequently a funding gap between the actual costs to build childcare space and the Ministry benchmark. At the time, the Ministry acknowledged if childcare projects were to be funded by proceeds of disposition in the future, the associated amortization would be a permissible cost in the cost recovery calculation.

On January 1, 2024, the new lease rate for legacy Umbrella Lease Agreements (AAOC rate less building amortization) was implemented resulting in a rate increase to \$10.85 per square foot. The new rate represented a \$4.35 per square foot increase over the original rate of \$6.50 and was subject to annual inflation increases.

The City of Toronto agreed to continue paying the umbrella leases at the new \$10.85 per square foot rate from January 1, 2024, until August 31, 2024 to allow additional transition time for child care operators. On September 1, 2024, all former umbrella lease space was formally incorporated into consolidated Early Years Lease agreements with individual childcare operators using the new rate structure:

- Former umbrella lease spaces: Ministry prescribed rate (current AAOC rate less building amortization)
- All other childcare spaces: AAOC rate.

All requests for net new space are charged out at the AAOC rate. Similarly, if a tenant gives up former umbrella lease space and later wants to lease it back, the new lease rate would be at AAOC rates.

Expenses associated with the former City of Toronto Umbrella leases are disclosed in Appendix D of the TLC quarterly financial statement package based on square footage. The cost is determined by multiplying the AAOC rate by square feet occupied and thus the rent of these spaces are not shown as cost recovery. Since the Ministry is not supporting depreciation expense associated with child care in future budget cycles to accurately reflect the operating

results of TLC only the eligible costs will be reflected in the statement of operations with corresponding updates to the comparatives.

NECESSITY OF CHILD CARE IN SCHOOLS

Childcares play an integral role in serving our school communities, providing important early learning experiences and care for families in over 380 schools. TDSB is required to ensure the provision of before- and after- school programs (BASP) (i.e., school board-operated or third-party programs) in each elementary school for students in Kindergarten to Grade 6 where there is sufficient demand. All Ontario school boards are required to comply with the provisions for BASP set out under Part IX.1 of the Education Act, Regulation 221/11 entitled “Extended Day and Third-Party Programs,” and policies set out in Ministry of Education “Before and After School Programs Kindergarten – Grade 6: Policies and Guidelines for School Boards”.

STRATEGIC DIRECTION:

N/A

RESOURCE IMPLICATIONS:

N/A

DUE DILIGENCE

N/A.

POLICY AND PROCEDURE REFERENCE(S)

P022 Early Learning and Care Policy
PR 691 Procedure PR691 - Licensed Child Care and Before- and After-School Programs: New and Expanded Programs in Schools

APPENDICES

N/A

FROM

Craig Snider, Executive Officer, Business Services, TDSB, at craig.snider@tdsb.on.ca

TLC Conflict of Interest Policy & Confidentiality Policy as Amended and Restated

COMMITTEE: HUMAN RESOURCES, NOMINATING & GOVERNANCE COMMITTEE (HRNG)

DATE: February 25, 2025

ACTION: Decision

COMMITTEE RECOMMENDATION

It is recommended that the TLC Board of Directors (“**TLC Board**”) adopt the TLC Conflict of Interest and Confidentiality Policy as amended and restated.

STAFF RECOMMENDATION

It is recommended that the TLC Board of Directors (“**TLC Board**”) adopt the TLC Conflict of Interest and Confidentiality Policy as amended and restated.

EXECUTIVE SUMMARY

At the HRNG Committee meeting of January 21, 2025, TLC staff brought forward a report speaking to the ongoing work undertaken with the TDSB Legal Services to address a path forward for TLC’s Conflict of Interest and Confidentiality Policy (the “**Policy**”) that would incorporate TDSB’s Legal Services opinion on the applicability of the *Business Corporations Act* (Ontario) (“**OBCA**”) to directors of the TLC Board while considering that elected officials appointed to the TLC Board are also bound by the *Municipal Conflict of Interest Act* (“**MCIA**”).

TLC has now completed its review of the Policy with consideration given to the aspects contained within the TDSB Legal Services opinion. and to ensure compliance with both the *OBCA* and *MCIA*. In bringing forward the proposed Policy amendments, it should be noted that TLC also undertook a jurisdictional scan of organizations with elected officials (governed by *MCIA*) appointed as part of their respective boards of directors. TLC has continued to work closely with TDSB Legal Services, and TDSB Legal Services is in alignment with the proposed Policy amendments. The Policy, as amended and restated, is attached in Appendix A. A PowerPoint presentation on this matter is attached as Appendix B for reference.

Highlights of Policy Amendments:

1. The *OBCA* and the conflict-of-interest provisions are applicable to and govern the TLC Board and its directors:
 - While this has been previously identified in the current Policy, the Policy has been amended and reorganized for clarity.

2. The conflict-of-interest provisions under the *OBCA* and the *MCIA* are similar; however, there is an important distinction as it relates to attendance requirements at meetings where a conflict is disclosed. Under the *OBCA*, directors must leave the meeting while the matter is discussed, while under *MCIA*, members are allowed to remain in the room while the matter is discussed unless the matter is discussed in-camera, in which case the member must leave.
 - The Policy has been amended to identify consistent requirements for the entitlement to attend a meeting where a conflict has been disclosed aligning to the *OBCA* obligations.
3. Distinguishing between Trustee Directors and Citizen Directors:
 - While definitions in the Policy have been revised to incorporate same, the proposed amendments set out the same obligations for all TLC Directors to ensure compliance with both the *OBCA* and *MCIA* in accordance with Section 4.6 of the Shareholder Direction, as amended and restated on October 20, 2023 (the “**Direction**”).
4. The necessity of an undertaking and other signed documents for TDSB positions identified in the Policy:
 - Schedules to the Policy have been reorganized and combined, where applicable.
 - Section 3(2) of Schedule “C” of the Policy states that the Director of Education or designate, the TDSB General Counsel or designate, and the Chair of TDSB Board (collectively, the “**TDSB Representatives**”) shall be entitled to attend all TLC Board and Committee meetings in accordance with Section 4.2 of the Direction. Further, it states that TDSB Representatives do not need to complete Schedule “D” and Schedule “E” discussed below.
 - Schedule “D” of the Policy is the form of Declaration and Undertaking, which shall be filed at the time of taking office as a TLC Director or Officer or being employed by TLC, and only to be updated if there is change to the initial Declaration and Undertaking.
 - Schedule “E” of the Policy is the form of Statement of Conflict of Interest, which shall only be completed where an actual, potential, or apparent Pecuniary Interest has been disclosed at a TLC Board or committee meeting. This is consistent with the requirement under the *MCIA*.
1. General housekeeping of recitals, definitions, and updates to reflect alignment with the Direction.

STRATEGIC DIRECTION

TDSB Strategic Plan Goal:	Revitalize - All students and staff learn and work in inclusive, safe and modern environments.
TLC Strategic Plan Goal:	To be a highly functioning organization successfully aligning TLC's and TDSB's Missions and the Shareholder Direction

ACTION PLAN AND ASSOCIATED TIMELINE

- Route to TLC Board for approval at its meeting on March 25, 2025.

- Subject to TLC Board approval, TLC staff to arrange an information and training session on the Policy for the Board of Directors.

RESOURCE IMPLICATIONS: N/A**DUE DILIGENCE: N/A****POLICY AND PROCEDURE REFERENCE(S)**

1. *Business Corporation Act* (Ontario)
2. *Municipal Conflict of Interest Act*
3. Shareholder's Direction, as amended and restated on October 20, 2023
4. TLC Conflict of Interest & Confidentiality Policy

APPENDICES:

APPENDIX A: The Conflict of Interest and Confidentiality Policy as amended and restated

APPENDIX B: PowerPoint presentation: TLC Conflict of Interest and Confidentiality Policy – 2025 Proposed Amendments

FROM

Ryan Glenn, Chief Executive Officer, Toronto Lands Corporation, at rglenn.tlc@tdsb.on.ca or at 437-219-8191.

Liv Bautista, General Counsel, TLC, at lbautista.tlc@tdsb.on.ca or at (437) 717-7629.

Linda Pietrangelo, Head of Corporate Accountability and Governance TLC, at lpietrangelo.tlc@tdsb.on.ca

Toronto Lands Corporation

(the “Corporation”)

Policy: TLC-CORP-PO0024

POLICY REGARDING CONFLICT OF INTEREST AND CONFIDENTIALITY

(Adopted by the Board on March [*], 2025)

RECITALS:

- A. The Toronto Lands Corporation (“**TLC**”) is bound by a Shareholder’s Direction issued by the Toronto District School Board (the “**TDSB**”) dated May 16, 2008 as further amended and restated on [NTD: Awaiting date of revised approved direction] (the “**Direction**”);
- B. The Direction contemplates that the Board of Directors of TLC (the “**TLC Board**”) will develop and implement various policies, including policies with respect to conflict of interest and confidentiality;
- C. TLC has adopted a policy regarding conflict of interest dated May 16, 2008 as further amended on March 4, 2021 (the “**2021 Policy**”), and the 2021 Policy provides that the TLC Board shall, from time to time, revisit the 2021 Policy and consider amendments as appropriate;
- D. The TLC Board has resolved to adopt the updated policy set out herein, effective as of March [*], 2025 (the “**Policy**”).

Section 1 Definitions; Interpretation.

- (1) This updated Policy supersedes and replaces the 2021 Policy.
- (2) In this Policy, unless the context otherwise requires:

“**Chair**” means the Chair of the TLC Board appointed by TDSB from the Citizen Directors of the TLC Board;

“**Child**” as defined in the *Municipal Conflict of Interest Act* means a child born within or outside marriage and includes an adopted child and an individual whom a parent has demonstrated a settled intention to treat as a child of his or her family;

“**Citizen Director**” means a Director of the TLC Board who is neither a Trustee nor a TDSB employee.

“**Confidential Information**” shall include, but shall not be limited to all confidential, personal, legal advice or opinions, financial, or non-public information, written, electronic or oral, whether it is marked as such, regarding or relating to the business and affairs of TLC and TDSB and/or its Directors, Officers, Trustees, and any employee disclosed to or gained by an individual through any means of communication or observation by reason of the individual having the position of a Director, Officer, or Employee, as those positions are defined in this Policy, Chair of the Board of TDSB, Director of Education or designate or employee of TDSB;

“Controlling Interest” means the interest that an individual has in a corporation when the person beneficially owns, directly or indirectly, or exercises control or direction over, equity shares of the corporation carrying more than 10 per cent of the voting rights attached to all equity shares of the corporation for the time being outstanding;

“Director” means a director of the TLC Board who is (a) a Citizen Director, (b) a Trustee Director, or (c) a TDSB employee, in accordance with the Direction;

“Employee” means a Permanent or Term Employee of TLC, excluded from membership in a union;

“Municipal Conflict of Interest Act” means the *Municipal Conflict of Interest Act* (Ontario) as amended from time to time;

“OBCA” means the *Business Corporations Act* (Ontario) as amended from time to time;

“Officer” means an officer of the TLC, and includes the Chair, Vice-Chair, president, vice-president, Secretary, treasurer, assistant secretary, assistant treasurer, and the general manager of a corporation, and any other individual designated an officer of the TLC by by-law or by resolution of the TLC Board or TDSB Board, as applicable, or any other individual who performs functions for a corporation similar to those normally performed by an individual occupying any such office ;

“Parent” as defined in the *Municipal Conflict of Interest Act* means an individual who has demonstrated a settled intention to treat a child as a member of his or her family;

“Pecuniary Interest” includes, in respect of any matter considered by the TLC Board, or which includes a decision by or obligation of the TLC:

- i. A direct interest of a Director, Employee, or Officer where the Director, Employee, or Officer stands to benefit or suffer financially as a result of a decision by the TLC Board in respect of such matter regardless of whether there is any actual gain or loss to these individuals or TLC or TDSB suffers an actual loss;
- ii. an indirect interest of a Director, Employee, or Officer where the Director, Employee, or Officer
 - (A) is a shareholder, director or senior officer (as defined in the *Municipal Conflict of Interest Act*) of a corporation (if a public corporation only if a controlling interest as a shareholder) that has a pecuniary interest in the matter,
 - (B) is a member of a body that has a pecuniary interest in the matter, or (C) is a partner or an employee of a Person or body that has a pecuniary interest in the matter
 - (iii) the direct or indirect pecuniary interest as defined above of a Parent, Child or Spouse of a Director, Employee, or Officer is deemed the pecuniary interest of a Director, Employee, or Officer, if known to them;

“**Person**” includes an individual, sole proprietorship, partnership, unincorporated association, unincorporated syndicate, unincorporated organization, trust, body corporate, and a natural person in his or her capacity as trustee, executor, administrator, or other legal representative;

“**Secretary**” means the Secretary of the TLC;

“**Spouse**” as defined in the *Municipal Conflict of Interest Act* means an individual to whom the individual is married or with whom the individual is living in a conjugal relationship outside marriage;

“**TDSB**” has the meaning ascribed thereto in the recitals hereto;

“**TLC**” has the meaning ascribed thereto in the recitals hereto;

“**TLC Board**” has the meaning ascribed thereto in the recitals hereto;

“**Trustee**” means an elected or appointed member of the Board of Trustees of the TDSB within the meaning of the *Education Act (Ontario)*;

“**Trustee Director**” means a Director of the TLC Board who is a Trustee;

“**Vice-Chair**” means a Director on the TLC Board appointed by the TLC Board from the Directors.

- (3) Any reference in this Policy to gender includes all genders and words imparting the singular number only include the plural and vice versa.
- (4) In this Policy, the words “**including**” and “**includes**” mean “**including (or includes) without limitation**”.
- (5) Any reference in this Policy to the “Policy” refers to this Policy and includes all Schedules to this Policy.

Section 2 Application of Policy and Exemptions.

- (1) All Directors, Employees, and Officers shall at all times abide by this Policy.
- (2) This Policy is in addition to, and in no way derogates from, any applicable statutory provisions, regulations or by-laws, including the OBCA and *Municipal Conflict of Interest Act*.
- (3) The Chair may interpret the provisions of this Policy from time to time, and the interpretation of any provisions hereof by the Chair shall be final and conclusive for the purposes of this Policy. However, Trustee Directors should be aware of their obligations under the *Municipal Conflict of Interest Act* and the actions to enforce it that may be taken by an elector and the powers of a judge if a Trustee Director is found to have breached the *Municipal Conflict of Interest Act*. As well, Directors and Officers have obligations pursuant to the OBCA. The Chair shall be entitled to seek such legal and other advice as it, from time to time, determines to be necessary or desirable in order to enable them to carry out their responsibilities.

- (4) Where a conflict of interest or breach of this Policy involves the Chair, the powers and duties of the Chair under this Policy shall be exercised by the Vice-Chair.
- (5) The Chair and the Vice-Chair, in the exercise of any powers or duties under this Policy, may refer any matter to the TLC Board or the Human Resources, Nominating & Governance Committee of the TLC Board for consideration and approval.

Section 3 Conflicts.

- (1) Each Director, Employee, and Officer shall, except as permitted by this Policy, endeavor to avoid actual, potential, or apparent conflicts of interest as described in Pecuniary Interest. However, it is anticipated that actual or apparent conflicts may arise periodically. If/when this occurs, the affected Director, Employee, or Officer shall identify and disclose such actual, potential, or apparent conflicts in accordance with Section 5 of this Policy.

The reporting obligations in section 5 of the *Municipal Conflict of Interest Act* do not apply to a Pecuniary Interest in any matters contained in the list of exceptions found in Section 4 of the *Municipal Conflict of Interest Act*, a copy of which is attached hereto as **Schedule “A”**.

A copy of the disclosure: conflict of interest provisions set out in Section 132 of the *OBCA* is attached hereto as **Schedule “B”**.

- (2) In any case of doubt with respect to whether a matter is a conflict of interest or how a conflict should be addressed, the Chair shall be consulted.
- (3) Supplemental procedures with respect to conflicts of interest in particular circumstances are attached hereto as **Schedule “C”**, which forms an integral part of this Policy.

Section 4 Prohibited Activities.

Subject to any exemption permitted by the Chair pursuant to Section 2(3) of this Policy (note any exemption granted by the Chair for the purposes of this Policy may not be an exemption of a Trustee Director’s obligations under the *Municipal Conflict of Interest Act*), no Director, Employee, or Officer shall take any steps or engage in any conduct which could compromise his or her ability to discharge his or her duties to the TLC, and in particular, no Officer, Employee, or Director shall:

- (1) engage, directly or indirectly, in any personal business transaction, investment or private arrangement for personal profit or benefit which accrues from or is based upon his or her official position or authority or upon confidential or non-public information which he or she gains by reason of such position or authority;
- (2) divulge Confidential Information, to any unauthorized Person, unless required by law or authorized by TLC. The substance of deliberations of a meeting closed to the public will remain confidential forever even after a decision is made public;
- (3) use any electronic device to access Confidential Information that is not password/facial recognition protected and encrypted, including any shared devices;

- (4) retain any paper copies of Confidential Information, except as permitted by TLC and will be destroyed as required by TLC;
- (5) accept the services of any Person who is currently or who may in the future reasonably be expected to provide goods or services to the TLC or the TDSB on terms more favourable than those generally available from such Person;
- (6) accept any donation, gift, hospitality, or other benefits from any Person which could be reasonably expected to influence his or her judgement in relation to the work they do for TLC or, in the case of an Employee, the performance of their duties;
- (7) attempt in any way to influence any vote of the TLC Board, or any other decision-making process, with respect to a matter where he or she has a Pecuniary Interest;
- (8) in the case of an Employee, the Employee shall not be involved in any decision-making process with respect to a matter that they are able to influence in the course of their duties if they have a Pecuniary Interest;
- (9) accept any appointment or employment which creates or appears to create inherently conflicting responsibilities; or
- (10) engage in any conduct which violates the conflict of interest provisions of any applicable legislation, including the *OBCA*. The *OBCA* applies to Directors and Officers.

Section 5 Reporting Obligations.

- (1) At the time of taking office as a Director or Officer, or being employed by TLC, each Director, Officer, and Employee shall file a Declaration and Undertaking, in writing, substantially in the form attached hereto as **Schedule “D”**. Where there are changes to the Declaration and Undertaking on file, each Director, Officer, and Employee shall file an updated Declaration and Undertaking. All such filings shall be made with the Chair, and with the Chief Executive Officer, in the case of an Employee, with a copy to be provided to the Secretary.
- (2) At any TLC Board or committee meeting, each Director and Officer (other than an Employee) shall: (a) immediately disclose, and no later than prior to any consideration of a matter at such meeting, any actual, potential, or apparent Pecuniary Interest they may have in such matter and the general nature of it; and (b) as soon as practicable, complete the **Statement of Conflict of Interest** in writing, substantially in the form attached hereto as **Schedule “E”**. Such disclosure shall be made to the Chair, with a copy to be provided to the Secretary. The *Municipal Conflict of Interest Act* requires that a written statement of the Pecuniary Interest be filed by a Director with the Secretary at each meeting that a matter is considered to which they have a conflict, or as soon as possible afterwards.
- (3) Where a Director or Officer discloses a matter under Section 5(2) hereof, such Director or Officer shall (a) leave and not attend any part of a meeting when the matter is being discussed, (b) not take part in the discussion of, or vote on any question in respect of the matter, (c) not attempt in any way whether before, during, or after the meeting to influence the voting on any such question relating to the matter, and (d) complete a **Statement of Conflict of Interest** attached hereto as **Schedule “E”** as set out in Section 5(2).

- (4) Each Employee shall immediately disclose any actual, potential, or apparent Pecuniary Interest they may have in a matter related to the responsibilities of TLC, including Leasing, Real Estate, and Land Use Planning with respect to property owned by the TDSB or to be purchased or developed by them. The TLC Chief Executive Officer shall report to the Chair verbally, and as soon as practicable, complete the **Statement of Conflict of Interest** in writing, substantially in the form attached hereto as **Schedule “E”**. In addition, the TLC Chief Executive Officer shall comply with Section 132 of the *OBCA*. All other Employees shall report the same information to the TLC Chief Executive Officer. If any of those Employees are also an Officer, they shall comply with Section 132 of the *OBCA* as well.
- (5) Each Director, Officer, and Employee shall immediately report to the Chair and to the TLC Chief Executive Officer, in the case of an Employee, (verbally, and as soon as practicable, in writing with a copy to be provided to the Secretary) any breach of this Policy of which he or she becomes aware.

Section 6 Other Compliance Measures.

The Chair may impose other compliance measures in respect of any matter which, in its view, creates, or constitutes an actual or apparent conflict of interest.

Section 7 Procedure at Meetings.

- (1) The Chair shall ask for declarations of conflict of interest defined as Pecuniary Interest at the beginning of each meeting of the TLC Board and chairs shall do the same at committee meetings, at which time Directors in attendance shall declare any conflicts or potential conflicts relating to agenda items as required by any applicable legislation, including the *Municipal Conflict of Interest Act*, and the minutes of the meeting shall reflect the declaration. If the interest has not been disclosed by reason of the Director’s absence from the meeting, the Director shall disclose the interest at the next meeting they attend.
- (2) The Chair will report on any conflict of interest issues that have arisen since the previous meeting of the TLC Board and how they will be, or have been, resolved. All declarations of actual or apparent conflicts, and their subsequent treatment, shall be recorded in the minutes of meetings of the TLC Board. The TLC Board will review this record annually to ensure that actual or apparent conflicts are being dealt with effectively.

Section 8 Periodic Review of Policy.

From time to time at the request of the Chair or any Director, the TLC Board shall revisit this Policy and consider and implement amendments as appropriate.

Section 9 Non-Compliance.

The failure to comply with any of the provisions of this Policy by a Director, Officer, or Employee may be the cause of disciplinary or other appropriate action, including termination of his or her appointment or, as applicable, employment.

ADOPTED by the TLC Board the day of March [*], 2025.

Chair

Secretary

SCHEDULE “A”

Section 4 of the Municipal Conflict of Interest Act (Ontario)

Section 5 does not apply to a pecuniary interest in any matter that a member may have:

- (a) as a user of any public utility service supplied to the member by the municipality or local board in like manner and subject to the like conditions as are applicable in the case of persons who are not members;
- (b) by reason of the member being entitled to receive on terms common to other persons any service or commodity or any subsidy, loan or other such benefit offered by the municipality or local board;
- (c) by reason of the member purchasing or owning a debenture of the municipality or local board;
- (d) by reason of the member having made a deposit with the municipality or local board, the whole or part of which is or may be returnable to the member in like manner as such a deposit is or may be returnable to all other electors;
- (e) by reason of having an interest in any property affected by a work under the *Drainage Act* or by a work under a regulation made under Part XII of the *Municipal Act, 2001* or Part IX of the *City of Toronto Act, 2006*, as the case may be, relating to local improvements;
- (f) by reason of having an interest in farmlands that are exempted from taxation for certain expenditures under the *Assessment Act*;
- (g) by reason of the member being eligible for election or appointment to fill a vacancy, office or position in the council or local board when the council or local board is empowered or required by any general or special Act to fill such vacancy, office or position;
- (h) by reason only of the member being a director or senior officer of a corporation incorporated for the purpose of carrying on business for and on behalf of the municipality or local board or by reason only of the member being a member of a board, commission, or other body as an appointee of a council or local board;
- (i) in respect of an allowance for attendance at meetings, or any other allowance, honorarium, remuneration, salary or benefit to which the member may be entitled by reason of being a member or as a member of a volunteer fire brigade, as the case may be;
- (j) by reason of the member having a pecuniary interest which is an interest in common with electors generally; or
- (k) by reason only of an interest of the member which is so remote or insignificant in its nature that it cannot reasonably be regarded as likely to influence the member.

“elector” means

- (a) in respect of a municipality, or a local board thereof, other than a school board, a person entitled to vote at a municipal election in the municipality, and
- (b) in respect of a school board, a person entitled to vote at the election of members of the school board; ...

“local board” means a school board, board of directors of a children’s aid society, committee of adjustment, conservation authority, court of revision, land division committee, municipal service board, public library board, board of management of an improvement area, board of health, police services board, planning board, district social services administration board, trustees of a police village, board of trustees of a police village, board or committee of management of a home for the aged, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act in respect of any of the affairs or purposes, including school purposes, of one or more municipalities or parts thereof, but does not include a committee of management of a community recreation centre appointed by a school board or a local roads board; ...

“member” means a member of a council or of a local board; ...

“municipality” includes a board, commission or other local authority exercising any power in respect of municipal affairs or purposes, including school purposes, in territory without municipal organization, but does not include a committee of management of a community recreation centre appointed by a school board, a local roads board or a local services board;

“school board” means a board as defined in subsection 1 (1) of the Education Act, and, where the context requires, includes an old board within the meaning of subsection 1 (1) of the *Education Act*; ...

SCHEDULE “B”

Section 132 of the Ontario Business Corporations Act

Disclosure: conflict of interest

132 (1) A director or officer of a corporation who,

- (a) is a party to a material contract or transaction or proposed material contract or transaction with the corporation; or
- (b) is a director or an officer of, or has a material interest in, any person who is a party to a material contract or transaction or proposed material contract or transaction with the corporation,

shall disclose in writing to the corporation or request to have entered in the minutes of meetings of directors the nature and extent of his or her interest. R.S.O. 1990, c. B.16, s. 132 (1).

by director

(2) The disclosure required by subsection (1) shall be made, in the case of a director,

- (a) at the meeting at which a proposed contract or transaction is first considered;
- (b) if the director was not then interested in a proposed contract or transaction, at the first meeting after he or she becomes so interested;
- (c) if the director becomes interested after a contract is made or a transaction is entered into, at the first meeting after he or she becomes so interested; or
- (d) if a person who is interested in a contract or transaction later becomes a director, at the first meeting after he or she becomes a director. R.S.O. 1990, c. B.16, s. 132 (2).

by officer

(3) The disclosure required by subsection (1) shall be made, in the case of an officer who is not a director,

- (a) forthwith after the officer becomes aware that the contract or transaction or proposed contract or transaction is to be considered or has been considered at a meeting of directors;
- (b) if the officer becomes interested after a contract is made or a transaction is entered into, forthwith after he or she becomes so interested; or
- (c) if a person who is interested in a contract or transaction later becomes an officer, forthwith after he or she becomes an officer. R.S.O. 1990, c. B.16, s. 132 (3).

Where contract or transaction does not require approval

(4) Despite subsections (2) and (3), where subsection (1) applies to a director or officer in respect of a material contract or transaction or proposed material contract or transaction that, in the ordinary course of the corporation's business, would not require approval by the directors or shareholders, the director or officer shall disclose in writing to the corporation or request to have entered in the minutes of meetings of directors the nature and extent of his or her interest forthwith after the director or officer becomes aware of the contract or transaction or proposed contract or transaction. R.S.O. 1990, c. B.16, s. 132 (4).

Director not to vote

(5) A director referred to in subsection (1) shall not attend any part of a meeting of directors during which the contract or transaction is discussed and shall not vote on any resolution to approve the contract or transaction unless the contract or transaction is,

- (a) one relating primarily to his or her remuneration as a director of the corporation or an affiliate;
- (b) one for indemnity or insurance under section 136; or
- (c) one with an affiliate. 2006, c. 34, Sched. B, s. 23 (1).

Remaining directors deemed quorum

(5.1) If no quorum exists for the purpose of voting on a resolution to approve a contract or transaction only because a director is not permitted to be present at the meeting by reason of subsection (5), the remaining directors shall be deemed to constitute a quorum for the purposes of voting on the resolution. 2006, c. 34, Sched. B, s. 23 (2).

Shareholder approval

(5.2) Where all of the directors are required to make disclosure under subsection (1), the contract or transaction may be approved only by the shareholders. 2006, c. 34, Sched. B, s. 23 (2).

Continuing disclosure

(6) For the purposes of this section, a general notice to the directors by a director or officer disclosing that he or she is a director or officer of or has a material interest in a person, or that there has been a material change in the director's or officer's interest in the person, and is to be regarded as interested in any contract made or any transaction entered into with that person, is sufficient disclosure of interest in relation to any such contract or transaction. 2006, c. 34, Sched. B, s. 23 (3).

Effect of disclosure

(7) Where a material contract is made or a material transaction is entered into between a corporation and a director or officer of the corporation, or between a corporation and another person of which a director or officer of the corporation is a director or officer or in which he or she has a material interest,

- (a) the director or officer is not accountable to the corporation or its shareholders for any profit or gain realized from the contract or transaction; and
- (b) the contract or transaction is neither void nor voidable,

by reason only of that relationship or by reason only that the director is present at or is counted to determine the presence of a quorum at the meeting of directors that authorized the contract or transaction, if the director or officer disclosed his or her interest in accordance with subsection (2), (3), (4) or (6), as the case may be, and the contract or transaction was reasonable and fair to the corporation at the time it was so approved. R.S.O. 1990, c. B.16, s. 132 (7).

Confirmation by shareholders

(8) Despite anything in this section, a director or officer, acting honestly and in good faith, is not accountable to the corporation or to its shareholders for any profit or gain realized from any such contract or transaction by reason only of his or her holding the office of director or officer, and the contract or transaction, if it was reasonable and fair to the corporation at the time it was approved, is not by reason only of the director's or officer's interest therein void or voidable, where,

- (a) the contract or transaction is confirmed or approved by special resolution at a meeting of the shareholders duly called for that purpose; and
- (b) the nature and extent of the director's or officer's interest in the contract or transaction are disclosed in reasonable detail in the notice calling the meeting or in the information circular required by section 112. R.S.O. 1990, c. B.16, s. 132 (8).

Court setting aside contract

(9) Subject to subsections (7) and (8), where a director or officer of a corporation fails to disclose his or her interest in a material contract or transaction in accordance with this section or otherwise fails to comply with this section, the corporation or a shareholder of the corporation, or, in the case of an offering corporation, the Commission may apply to the court for an order setting aside the contract or transaction and directing that the director or officer account to the corporation for any profit or gain realized and upon such application the court may so order or make such other order as it thinks fit. R.S.O. 1990, c. B.16, s. 132 (9).

SCHEDULE “C”

CONFLICT OF INTEREST AND CONFIDENTIAL INFORMATION SUPPLEMENTAL PROCEDURES

Section 1 General.

- (1) For the avoidance of doubt, the provisions of Section 2 and subsection 3(2) of the Policy also apply to these Procedures.

Section 2 Transactions with the Corporation.

- (1) Notwithstanding any other provision of the Policy or these Procedures, no Director or Officer or any Person in which a Director or Officer has a Pecuniary Interest shall enter any contract or transaction with the TLC, including a purchase or proposed purchase of any Disposition Property (as defined in the Direction), without the express approval of the TLC Board.
- (2) The TLC Board may provide that any approval given under subsection 2(1) be subject to conditions or additional compliance measures, including valuation/audit requirements relating to the transaction or requiring undertakings or appropriate ethical screens.

Section 3 Confidential Information.

- (1) In addition to any other measures required by the *OBCA*, the Policy, or these Procedures, the Chair may impose additional measures and procedures to safeguard Confidential Information, including restricted communications, controlled circulation of documents, and confidentiality undertakings with respect to any Director, Officer, or other Person.
- (2) In accordance with Section 4.2 of the Direction, the Director of Education or designate, the TDSB General Counsel or designate, and the Chair of TDSB Board (collectively, the “**TDSB Representatives**”) shall be entitled to attend all TLC Board and Committee meetings, including all closed sessions, and to receive all notices of such meetings and all reports and other correspondence which are distributed to members of the TLC Board. For clarity, TDSB Representatives do not need to complete Schedule “D” and Schedule “E”, respectively. Further, TDSB employees are all subject to employment agreements with TDSB which impose strict conflict of interest and confidentiality obligations.
- (3) In accordance with Section 4.11 of the Direction, TLC shall conduct all meetings of the TLC Board and its Committees in a manner that is open and accessible to the public, with the exception of TLC Board and Committee meetings that are closed meetings held in conformance with the requirements of Section 207 of the *Education Act* (Ontario).
- (4) Where a Director or Officer has disclosed an actual or apparent conflict of interest in relation to a Disposition Property, the Chair shall prescribe additional measures to safeguard Confidential Information relating to the Disposition Property.

Section 4 Gifts.

- (1) Without limiting the generality of subsection 4(6) of the Policy, no Director, Officer, or Employee shall solicit or accept, directly or indirectly, any money, gifts, entertainment, hospitality, favours, or other benefits from any Persons who are dealing with, or propose to deal with the TLC. Any such gifts shall be returned immediately and reported to the Chair.

Section 5 Departing Directors and Officers.

- (1) Departing Directors and Officers shall endeavour to avoid any employment or other relationship that gives rise to an actual or apparent conflict of interest with their previous office or a potential breach of their obligations regarding Confidential Information. Any such employment or relationship shall be disclosed to the Chair and the Chair may impose such compliance measures as it deems appropriate.

[Note: As per Section 5 of the Policy, at the time of taking office as a Director or Officers, or being employed by TLC, each Director, Officer, and Employee of TLC shall file this Schedule “D” – Declaration and Undertaking. Where there are changes to the Declaration and Undertaking on file, an updated one shall be filed.]

SCHEDULE “D”

DECLARATION AND UNDERTAKING

To: Chair [or Chief Executive Officer if Employee], Toronto Lands Corporation

1. I have read and understand the provisions of the Conflict of Interest and Confidentiality Policy (the “**Policy**”) of the Toronto Lands Corporation and undertake to observe them at all times.
2. In accordance with the provisions of the Policy and subsection 132(6) of the *Business Corporations Act* (Ontario), the attached Appendix “A” includes the Persons I have a material interest.
3. I undertake not to divulge Confidential Information (defined to include, but shall not be limited to, all confidential, personal, legal advice or opinions, financial, or non-public information, written, electronic or oral, whether it is marked as such, regarding or relating to the business and affairs of TLC and TDSB and/or its Directors, Officers, Trustees, and any employee disclosed to or gained by me through any means of communication or observation by reason of my position as [**Director, Officer, or Employee**] of TLC, to any unauthorized Person, unless required by law or authorized by TLC. The substance of deliberations of a meeting closed to the public will remain confidential forever even after a decision is made public and/or I am no longer a [**Director, Officer, or Employee**] of TLC.
4. I acknowledge that failure to comply with any obligations under the Policy, including any misrepresentation or non-compliance to this Declaration and Undertaking, will be grounds for disciplinary action, including termination of my appointment with TLC.

Dated this _____ day of _____, 202_ .

Name: _____

Signature: _____

cc: Secretary, Toronto Lands Corporation

Appendix “A” to the Declaration and Undertaking

Notice of Material Interests

This Notice of Material Interests shall set out each Person in which the Director, Officer, or Employee of TLC has a material interest and which, in the assessment of the Director, Officer, or Employee of TLC, may potentially give rise to an actual or apparent conflict of interest with their duties and responsibilities to the TLC. A material interest includes acting as a shareholder, director, officer, member, partner, or employee of a Person or another relationship that may give rise to a Pecuniary Interest, including a Pecuniary Interest of a parent, spouse or child of a Director, Officer, or Employee of TLC.

SCHEDULE “E”

STATEMENT OF CONFLICT OF INTEREST

To: Chair [or Chief Executive Officer if Employee], Toronto Lands Corporation

NAME:

POSITION: DIRECTOR/OFFICER OR EMPLOYEE [Circle one]

TYPE OF MEETING: BOARD/COMMITTEE [NAME] [Circle one]

DATE OF MEETING AT WHICH MATTER CONSIDERED:

DATE BECAME AWARE OF INTEREST OR ACQUIRED THE INTEREST:

DATE OF MEETING AT WHICH INTEREST DECLARED:

DESCRIBE TLC SUBJECT MATTER/CONTRACT/TRANSACTION/PROPERTY:

DESCRIBE GENERAL NATURE OF INTEREST [Type of Pecuniary Interest (direct, indirect, deemed); Type of Relationship (child, parent, spouse, corporation, partnership, association, etc., employee, director, shareholder, etc. See definition of Pecuniary Interest in Policy and description of conflict of interest in Section 132 in Schedule “B”):

Dated this _____ day of _____, 202_ .

Name: _____

Signature: _____

cc: Secretary, Toronto Lands Corporation



Introduction

1. Brief review of fiduciary obligation set out in the *Business Corporations Act* (Ontario) (“**OBCA**”) and the guiding principles set out in the *Municipal Conflict of Interest Act* (“**MCIA**”)
2. Conflict of interest and confidentiality requirements under the *Business Corporations Act* (Ontario) (“**OBCA**”) and the *Municipal Conflict of Interest Act* (“**MCIA**”)
3. Proposed amendments to TLC Conflict of Interest and Confidentiality Policy (“**Policy**”)
4. Next steps

Duty to Act in Good Faith (*OBCA*)

Section 134 of the *OBCA* states:

- (1) Every director and officer of a corporation in exercising his or her powers and discharging his or her duties to the corporation shall,
 - (a) act honestly and in good faith with a view to the best interests of the corporation; and
 - (b) exercise the care, diligence, and skill that a reasonably prudent person would exercise in comparable circumstances.
- (2) Every director and officer of a corporation shall comply with this Act, the regulations, articles, by-laws and any unanimous shareholder agreements.

Principles (MCIA)

Section 1.1 of the MCIA states:

1.1 The Province of Ontario endorses the following principles in relation to the duties of members of councils and local boards under this Act:

1. The importance of integrity, independence, and accountability in local government decision-making.
2. The importance of certainty in reconciling the public duties and pecuniary interests of members.
3. Members are expected to perform their duties of office with integrity and impartiality in a manner that will bear the closest scrutiny.
4. There is benefit to municipalities and local boards when members have a broad range of knowledge and continue to be active in their own communities, whether in business, in the practice of a profession, in community association, and otherwise.

Requirements under OBCA and MCIA

Issue	OBCA	MCIA	TLC Policy
Disclosure requirements	Where a director has a direct or indirect interest in a material contract or transaction with TLC, the director must disclose in writing to TLC or request to have entered in the minutes of meetings of directors the nature and extent of their interest.	Where a member has any pecuniary interest, whether direct or indirect, in any matter, they must, prior to any discussion of the matter at the meeting, disclose the interest and general nature thereof.	"Pecuniary Interest" in Section 1(2) (<i>see page 2</i>); Section 5 – Reporting Obligations (<i>see page 5</i>); Schedule "D" – Declaration and Undertaking (<i>see pages 15-16</i>)
Entitlement to attend a meeting where a conflict has been disclosed	Director shall not attend the part of a meeting during which the contract or transaction is discussed and shall not vote on any resolution relating to the matter.	Member shall: (1) not participate in the discussion or vote on the matter; (2) not attempt to influence other members, before, during, or after the meeting; (3) leave the meeting when the matter is being discussed if the matter is being considered in-camera; and (4) file a written statement of the interest and its general nature with the secretary of the committee or board	Section 5(3) (<i>see page 6</i>); Schedule "E" – Statement of Conflict of Interest (<i>see page 17</i>)
Consequences of Non-Disclosure	If a director fails to disclose their interest, the contract may be voidable by TLC or a court, unless it was fair and reasonable to the corporation at the time it was made. Legal action may be taken against the individual, and they may be required to account for profits made from the undisclosed conflict.	If a member is found guilty of failing to disclose a conflict, they may face: (1) removal from office; (2) disqualification from holding office for up to seven years; and (3) possible financial penalties (e.g. repayment of financial gains)	Section 2 (<i>see page 3</i>); Section 9 (<i>see page 7</i>)

Shareholder's Direction

Section 4.6 of the Shareholder's Direction states:

The directors and officers of TLC will strictly abide by the requirements of the *OBCA* and the *MCI A*, and all other applicable statutes or requirements of law in respect of conflicts of interest, as well as any related TDSB or TLC policy or procedure, including any requirements in respect of disclosure and abstention from voting. In the event of a conflict between TDSB and TLC policies, TDSB policies shall prevail.

Next Steps

1. Route to TLC Board for approval at its meeting on March 25, 2025
2. Subject to TLC Board approval, TLC staff to arrange an information and training session on the Policy for the Board of Directors

McCowan Road Junior Public School: Surplus Declaration for Lease**COMMITTEE:** POLICY & PLANNING COMMITTEE**DATE:** March 6, 2025**ACTION:** Decision**COMMITTEE RECOMMENDATION**

It is recommended that:

1. In accordance with section 194(3) of the *Education Act*, approximately 34,000 sq. feet of McCowan Road Junior Public School, located at 425 McCowan Road, is not required for the purposes of the TDSB Board for a term of eight (8) years and be declared surplus for lease for such term;
2. The Toronto Lands Corporation (“**TLC**”) be authorized to enter into agreements with new tenant(s) for up to a term of eight (8) years upon satisfactory completion of Ontario Regulation 374/23, if required, on terms and conditions satisfactory to TLC in its reasonable discretion in form and content satisfactory to General Counsel, TLC; and
3. The report, **McCowan Road Junior Public School: Surplus Declaration for Lease**, be forwarded to the TDSB Board for approval.

STAFF RECOMMENDATION:

It is recommended that:

4. In accordance with section 194(3) of the *Education Act*, approximately 34,000 sq. feet of McCowan Road Junior Public School, located at 425 McCowan Road, is not required for the purposes of the TDSB Board and be declared surplus for lease for a term of eight (8) years;
5. The Toronto Lands Corporation (“**TLC**”) be authorized to enter into agreements with new tenant(s) for up to a term of eight (8) years upon satisfactory completion of Ontario Regulation 374/23, if required, on terms and conditions satisfactory to TLC in its reasonable discretion in form and content satisfactory to General Counsel, TLC; and
6. The report, **McCowan Road Junior Public School: Surplus Declaration for Lease**, be forwarded to the TDSB Board for approval.

EXECUTIVE SUMMARY

McCowan Road Junior Public School has been leased to UMC High School (“**UMC**”) since July 2019. Recently, with the restrictions to foreign students coming to Canada to study abroad, the attendance at UMC dropped significantly, resulting in a business viability issue. As such, TLC negotiated an early termination payment which will be received by TLC after UMC vacates the space.

The Ministry of Education requires submission of properties for sale and for lease via an intake process that has yet to be scheduled. To be part of the next intake period, TDSB must declare the property surplus for lease. Subsequently, TLC will lease out the location at market rates. TLC has received interest at this site from multiple parties.

AUTHORITY OR DIRECTION FOR UNDERTAKING PROJECT

Authority or Direction: Shareholders Direction

STRATEGIC GOAL AND ANNUAL PLAN DIRECTIONS

TDSB Strategic Plan

Goal: (include all that apply)

- Build Strong Relationships and Partnerships with School Communities to Support Student Learning and Well- Being

Working together with tenants and community partners to generate revenue that supports student learning at TDSB.

TLC Strategic Plan

Goal: (include all that apply)

- Create a Culture of Partnership & Collaboration with Key Stakeholder Groups

Collaborating with tenants and community partners to achieve mutually beneficial results and success.

FINANCIAL IMPLICATIONS

School	Proposed Annual Rent
McCowan Rd PS	Market Rate

RISK LEVEL

Low

ACTION PLAN AND ASSOCIATED TIMELINES

- March 25, 2025 – TLC Board approval
- April 16, 2025 – TDSB Board approval
- Subsequent Ministry of Education Intake Period– 120-day Notice of Disposition (if required)
- Thereafter – Negotiating and Executing agreements

TLC AND TDSB BOARD POLICY AND PROCEDURE REFERENCE(S)

- Shareholders Direction
- TDSB Delegation of Authority Procedure, PR 711 dated January 18, 2018

Section 8.6 - Capital Property Leases, Board approval is required.

- Toronto District School Board (TDSB) Disposition of Property Policy

APPENDICES

- **Appendix A:** Site Plan

FROM

Ryan Glenn, Executive Officer, Toronto Lands Corporation, at rglenn.tlc@tdsb.on.ca or at 437-219-8191.

Wilbur Wong, Director, Real Estate & Leasing, Toronto Lands Corporation at wwong.tlc@tdsb.on.ca or at 416-788-3229.

Simon Hewett, Manager of Asset Management & Leasing, Toronto Lands Corporation at shewett.tlc@tdsb.on.ca or at 437-994-3604

Expropriation by Metrolinx at Pape Ave Junior Public School**COMMITTEE:** POLICY & PLANNING COMMITTEE**DATE:** March 6, 2025**ACTION:** Decision**COMMITTEE RECOMMENDATION**

It is recommended that:

1. The Toronto Lands Corporation (“TLC”) be authorized to execute the Acceptance of Offer pursuant to Section 25 of the *Expropriations Act* from Metrolinx for Parts 1, 2, and 3 on Plan of Expropriation No. AT6697274, accepting Offer (B): Advance Payment on a without prejudice basis;
2. The TLC be authorized to negotiate with Metrolinx to reach a full and final settlement on terms and conditions satisfactory to TLC in its reasonable discretion in form and content satisfactory to General Counsel, TLC;
3. The TLC, seek to negotiate the following, including but not limited to:
 - I. Compensation to support any school grounds maintenance, repairs or renewal that may be required to address future sewer maintenance or repair work in the easement area;
 - II. Compensation for any damages or deterioration to the school yard, including any tree loss or injury, from works on the school property and surrounding area; and
 - III. Support for bussing of all Pape Students to and from Jones Ave site, not just those within the TDSB designated distance to qualify for bussing.
4. The TLC request to Metrolinx for enhanced coordination and collaboration with the school community, including:
 - I. Provision of detailed plans and safety/mitigation strategies for anticipated works on and around Pape School until the School is relocated to Jones Ave site, including designated truck haul routes for the work Metrolinx is to be conducting in the area; and
 - II. A community benefit donation by Metrolinx to the Pape School Council to allow them to revitalize school yard and school communal areas such as the gym and library.
5. That the report, Expropriation by Metrolinx at Pape Ave Junior Public School, be

forwarded to TDSB Board for approval.

STAFF RECOMMENDATION

It is recommended that:

1. The Toronto Lands Corporation (“**TLC**”) be authorized to execute the Acceptance of Offer pursuant to Section 25 of the *Expropriations Act* from Metrolinx for Parts 1, 2, and 3 on Plan of Expropriation No. AT6697274, accepting Offer (B): Advance Payment on a without prejudice basis;
2. The TLC be authorized to negotiate with Metrolinx to reach a full and final settlement on terms and conditions satisfactory to TLC in its reasonable discretion in form and content satisfactory to General Counsel, TLC; and
3. That the report, **Expropriation by Metrolinx at Pape Ave Junior Public School**, be forwarded to TDSB Board for approval.

EXECUTIVE SUMMARY

This report provides an update on discussions with Metrolinx for compensation for the property takings and impacts at Pape Ave Junior School and seeks authority to execute the Offer of Acceptance (B – Advance Payment) from Metrolinx under Section 25 of the *Expropriations Act*.

As part of construction of the Ontario Line subway line, Metrolinx requires portions of the Pape Ave Junior School property, including lands under the east side school yard (6.5 to 11.5 metres below grade) for the subway tunnel, and permanent easement for a relocated storm sewer (See Sketch of Property Requirements in Appendix A). Metrolinx has completed the expropriation process for their property requirements with a possession date of May 1, 2025.

There are concerns about the impact to school operations from the Metrolinx property takings, as well as the construction work occurring adjacent to the school and in the surrounding area. On January 22, 2025, TDSB approved recommendations to temporarily relocate Pape Junior Public School and Pape Children’s House childcare to the Jones Avenue school site (540 Jones Avenue). The TDSB Approved Recommendations (See Appendix B) directed TLC to negotiate overall compensation for the taking and impacts, including for additional costs associated with the temporary school relocation.

Compensation for Expropriated Lands

Metrolinx registered the Plan of Expropriation No. AT6697274 (Appendix C) on November 13, 2024. In early December 2024, TDSB received Metrolinx's Plan of Expropriation and accompanying Notice of Expropriation, Notice of Election, and Notice of Possession, with the latter indicating a possession date of May 1, 2025. The Plan of Expropriation No. AT6697274 includes:

Part	Size	Description
Part 1 Fee Simple	221.3 m2 Depth: 6.1 to 11.5 m below grade	For underground subway tunnel
Part 2 Fee Simple	1.5 m2 Depth: 11.5 m below grade	For underground subway tunnel (Overlaps with Part 3)
Part 3 Permanent Easement	825.3 m2	For relocated underground storm sewer

In February 2025, in accordance with Section 25 of the *Expropriations Act*, Metrolinx provided a Formal Offer of Compensation for the expropriated lands of One Million Five Hundred Ninety-Nine Thousand Two Hundred Dollars (\$1,599,200.00). TDSB has three options in responding to Metrolinx's offer:

- A. accept the statutory offer of \$1,599,200.00 as a full and final settlement;
- B. accept the statutory offer of \$1,599,200.00 on an advance "without prejudice" basis, which allows TDSB to claim further compensation in future; or
- C. not accept the statutory offer and earn simple annual interest from the date of possession to the date of payment.

TLC recommends accepting Option B so that an immediate payment can be received while TLC continues to negotiate to reach a full and final compensation package from Metrolinx.

Compensation for Temporary Relocation of School

TDSB is continuing to advance the relocation plan for Pape Avenue Junior Public School to 540 Jones Avenue, including preparation of detailed cost estimate for 2025-2027 of the anticipated relocations costs including renovations, materials/services, bussing, and staff resources. TLC is in discussions with Metrolinx on compensation for the proposed relocation costs and will bring forward a report to the TLC Board with an update on those negotiations in May 2025.

Financial Impact

The TDSB will receive payment of \$1,599,200.00 which will be treated as proceeds of disposition. Proceeds of disposition are available to support future capital needs of the Board.

STRATEGIC DIRECTION

TDSB Strategic Plan Goal:	Revitalize - All students and staff learn and work in inclusive, safe and modern environments. <i>Working together with public sector partners to generate revenue that supports student learning at TDSB.</i>
TLC Strategic Plan Goal:	Create a Culture of Partnership and Collaboration with Key Stakeholder Groups <i>Collaborating with public sector partners to achieve mutually beneficial results and success</i>

ACTION PLAN AND ASSOCIATED TIMELINE

- March 25, 2025 – TLC Board approval
- April 9, 2025 – TDSB Planning and Priorities Committee approval
- April 16, 2025 – TDSB Board approval
- April 2025 – Accept and Execute Offer B from Metrolinx
- May 1, 2025 – Possession Date by Metrolinx of expropriated lands
- May 2025 – TLC Board Report on Relocation Costs
- July – August 2025 – Relocation of Pape Ave Junior Public School to Jones Ave Site
- July – August 2027 – Move back to Pape Ave Junior Public School site
- Late 2027 & beyond – Negotiating full and final settlement with Metrolinx

RESOURCE IMPLICATIONS

TLC has budgeted for legal expenses related to TDSB's expropriation claim. Under the *Expropriations Act*, a claimant is also entitled to recover its reasonable legal, appraisal, and other costs incurred as a result of Metrolinx's expropriation.

DUE DILIGENCE

Policy & Planning Committee

- | | |
|--|--|
| <input checked="" type="checkbox"/> Site Inspection | <input type="checkbox"/> Planning Report |
| <input type="checkbox"/> Official Plan | <input checked="" type="checkbox"/> Consultation with Local Trustee |
| <input type="checkbox"/> Zoning | <input checked="" type="checkbox"/> TDSB Staff Review and Agreement |
| <input type="checkbox"/> Reg 374/23 | <input checked="" type="checkbox"/> Consultation with TDSB Executive Staff |
| <input checked="" type="checkbox"/> Appraisal Report | <input type="checkbox"/> Consultation with TDSB Planning Staff |
| <input type="checkbox"/> Environmental Report | <input checked="" type="checkbox"/> Consultation with TDSB Finance Staff |
| <input type="checkbox"/> Title Check | <input type="checkbox"/> Historical Assessment |
| <input type="checkbox"/> Other: | |

POLICY AND PROCEDURE REFERENCE(S)

- Shareholder's Direction
- TDSB Delegation of Authority Procedure, PR 711 dated January 18, 2018
Section 8.6 - Capital Property Leases, Board approval is required.
- Toronto District School Board (TDSB) Disposition of Property Policy
- *Expropriations Act*, R.S.O. 1990, c. E.26

APPENDICES

- APPENDIX A** Sketch of the Metrolinx Property Requirements
- APPENDIX B** TDSB Decision History
- APPENDIX C** Plan of Expropriation No.AT6697274

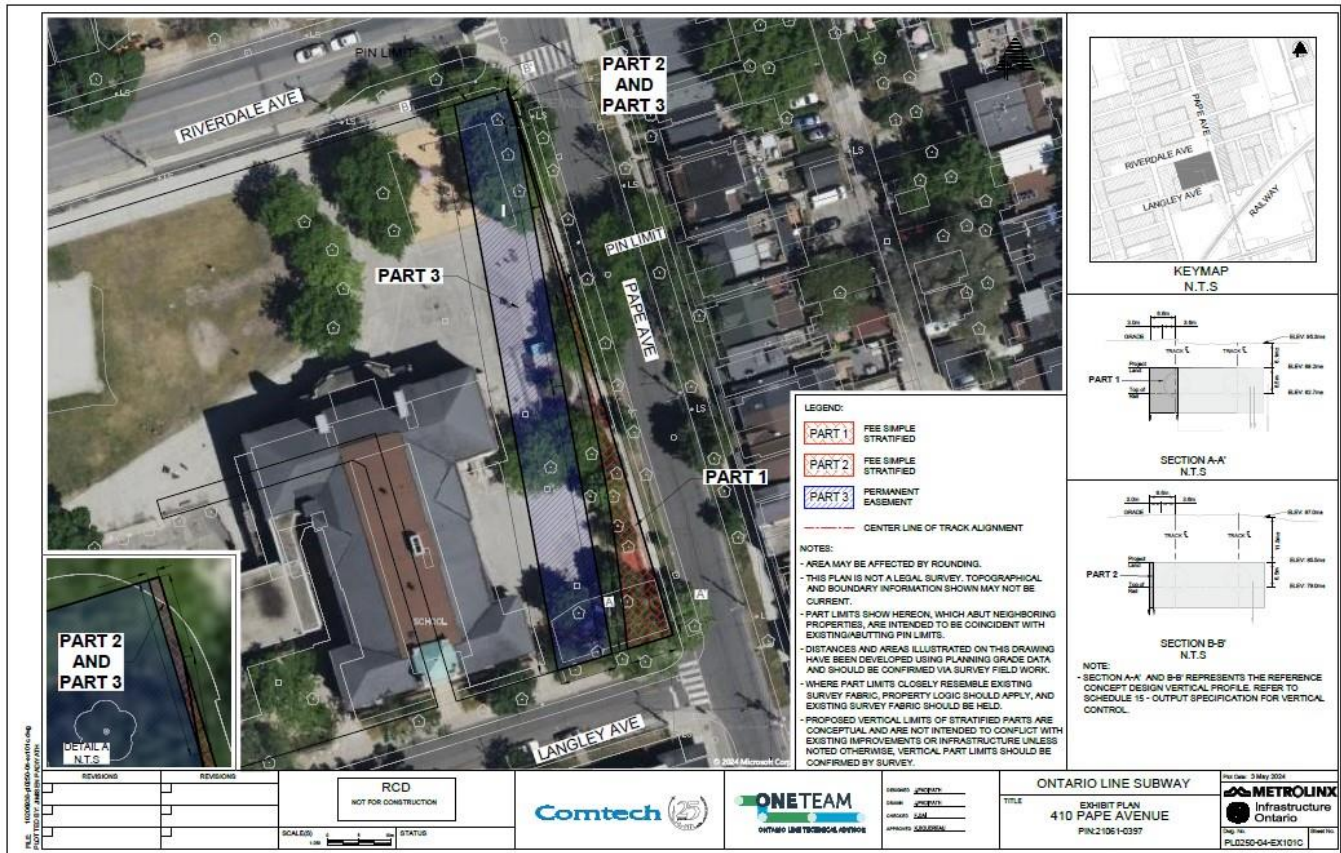
FROM

Ryan Glenn, Chief Executive Officer, Toronto Lands Corporation, at rglenn.tlc@tdsb.on.ca or at 437-219-8191.

Wilbur Wong, Director of Real Estate & Leasing, Toronto Lands Corporation, wwong.tlc@tdsb.on.ca or at 416-788-3229.

Jennifer Kowalski, Manager, Real Estate, Toronto Lands Corporation, at jkowalski.tlc@tdsb.on.ca or at 437-216-1039.

- APPENDIX A** Sketch of the Metrolinx Property Requirements



Notes:

1. Part 1 and Part 2 are stratified below grade for the subway tunnel
2. Part 2 is not visible as it overlaps Part 3

APPENDIX B TDSB Decision History

On January 22, 2025, TDSB approved a report seeking authority to temporarily relocate Pape Junior Public School and Pape Children's House childcare to the Jones Avenue school site (540 Jones Avenue) as a result of the Metrolinx construction both on the Pape Avenue Junior School site and in the surrounding area, and directing TLC to negotiate overall compensation for the taking and impacts, including for additional costs associated with the temporary school relocation.

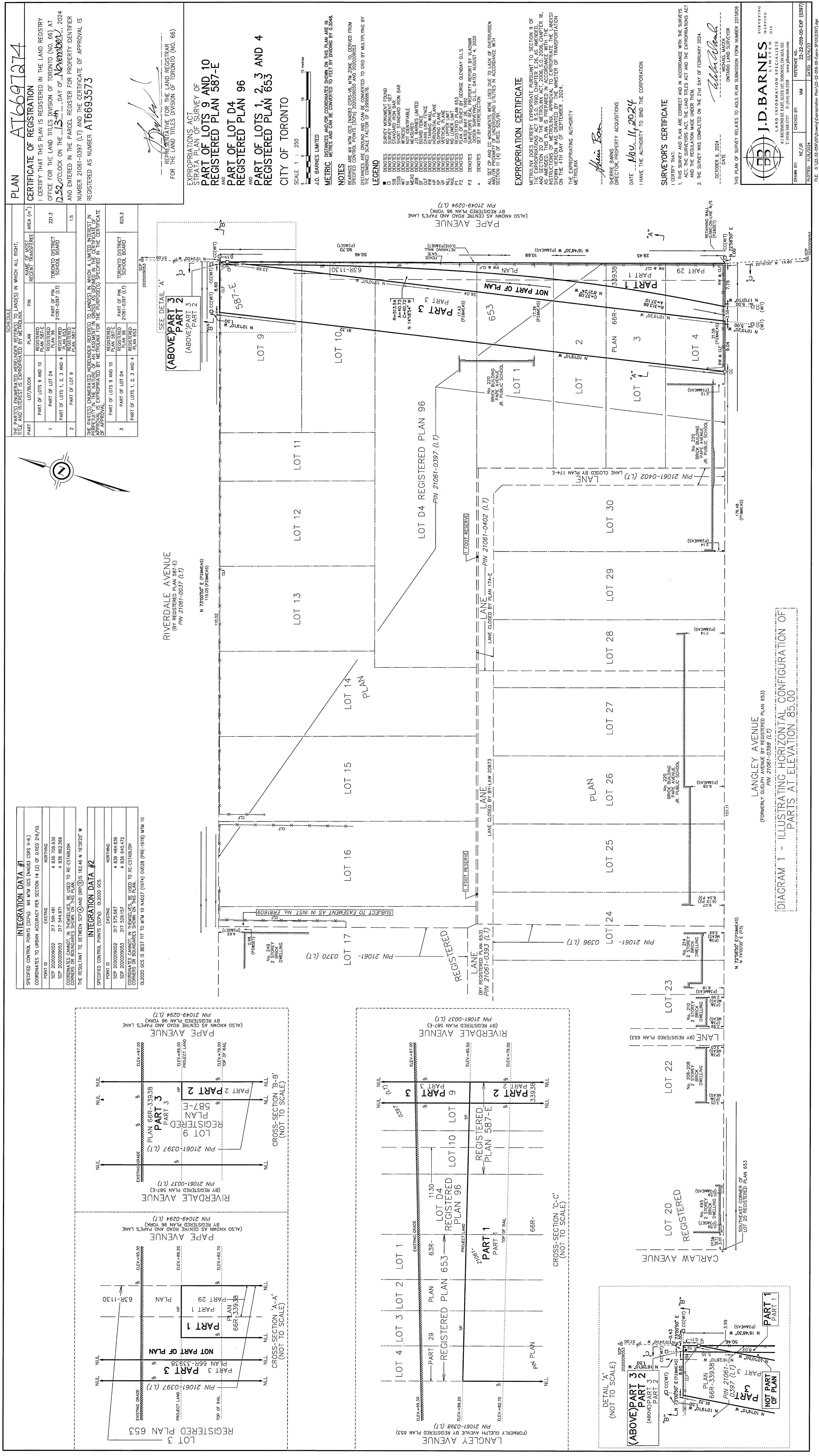
The TDSB Report and Amended Board Recommendations are available on the TDSB website:

- A) TDSB Report - Temporary Relocation of Pape Avenue Junior Public School and Childcare to 540 Jones Avenue (January 16, 2025)

<https://pub-tdsb.escribemeetings.com/filestream.ashx?DocumentId=19349>

- B) Approved and amended Board Recommendations – Pages 1-3 (January 22, 2025)

<https://pub-tdsb.escribemeetings.com/filestream.ashx?DocumentId=19399>



50 Ethennonnhawahstihnen' Lane: Proposed Consultant Budget to Advance Mixed-use Development with a Podium Elementary School**COMMITTEE:** POLICY & PLANNING COMMITTEE**DATE:** March 6, 2025**ACTION:** Approval**COMMITTEE RECOMMENDATION**

It is recommended that the TLC Board:

1. Authorize the Chief Executive Officer, Toronto Lands Corporation ("**TLC**"), to enter into agreements retaining the consulting services for the due diligence and design work for the 50 Ethennonnhawahstihnen' Lane project ("**Project**") provided that such consulting services shall be: (a) acquired using the Request for Proposal process in accordance with TDSB Purchasing Policy; (b) within the budget outlined in the closed session report relating to the Project; and (c) the agreements are in a form and content satisfactory to the General Counsel, TLC.

STAFF RECOMMENDATION

It is recommended that the TLC Board:

2. Authorize the Chief Executive Officer, Toronto Lands Corporation ("**TLC**"), to enter into agreements retaining the consulting services for the due diligence and design work for the 50 Ethennonnhawahstihnen' Lane project ("**Project**") provided that such consulting services shall be: (a) acquired using the Request for Proposal process in accordance with TDSB Purchasing Policy; (b) within the budget outlined in the closed session report relating to the Project; and (c) the agreements are in a form and content satisfactory to the General Counsel, TLC.

EXECUTIVE SUMMARY

The purpose of this report is to provide the TLC Board with an update on the proposed consultant budget and seek Board authority to retain the necessary consultants to advance the due diligence and design work identified in the 2025 workplan.

Decision History

On January 23, 2025, the TLC brought forward a report to the TLC Policy and Planning Committee providing members with an update on recent progress to advance the redevelopment of 50 Ethennonnhawahstihnen' Lane into a mixed-use development with a podium elementary school and outline a high-level overview of the 2025 work plan. This report did not include a proposed consultant budget.

STRATEGIC DIRECTION

TDSB Strategic Plan Goal: Revitalize - All students and staff learn and work in inclusive, safe, and modern environments.
Redeveloping a vacant underutilized property into a mixed-use development, with a modern podium elementary school, to serve a rapidly growing and underserved community in North York

TLC Strategic Plan Goal: Transform Student Learning Environment through the Modernization of Facilities
Redeveloping a vacant, underutilized property into a mixed-use development, with a modern podium elementary school, to serve a rapidly growing and underserved community in North York

ACTION PLAN AND ASSOCIATED TIMELINE

Table 1 provides a high-level overview of the key actions and estimated timeline to complete further due diligence and develop a schematic design to advance the proposed redevelopment at 50 Ethennonnhawahstihnen' Lane.

Table 1: 2025 Action Plan and Associated Timeline

Step	Date (Calendar Year)	Action
1	Q1-Q2 2025	Retain architect to develop Schematic Design, ensuring all key design and operational requirements for an elementary school will be satisfied within the podium of the proposed mixed-use development.
2	Q2 2025	Retain consultant(s) to undertake necessary due diligence (i.e., groundwater depths and subsurface soil conditions).
3	Q2-Q3 2025	Retain a cost consultant to determine, at a high-level, expected construction costs associated with Schematic Design.
4	Q2-Q4 2025	Host advisory meetings with appropriate TDSB and City of Toronto staff to gather preliminary feedback on the proposed mixed-use redevelopment.
5	Q4 2025	Retain consultant to undertake high level Market Analysis and Development Project Proforma.
6	Q4 2025	Coordinate discussions with, and between, TDSB and TLC staff to establish Draft Development Plan and Business Case.
7	Q3-Q4 2025 (Est,)	Submit Business Case to the Ministry of Education

8	Q1 2026	Provide TLC Policy and Planning Committee with status update on work completed to date and present Draft Development Plan.
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RESOURCE IMPLICATIONS

The costs associated with retaining the consultants identified in the 2025 Action Plan above have been captured in the 2024/25 annual budget and will be accounted for in the 2025/26 TLC annual budget.

POLICY AND PROCEDURE REFERENCE(S)

- Shareholder Direction
- Toronto District School Board (TDSB) Multi-Year Strategic Plan
- Toronto District School Board (TDSB) Purchasing Policy
- Toronto Lands Corporation (TLC) Annual Plan
- Toronto District School Board (TDSB) Disposition of Property Policy

FROM

Ryan Glenn, Chief Executive Officer, Toronto Lands Corporation, at rglenn.tlc@tdsb.on.ca or at 437-219-8191.

Barbara Carou, Director, Partnerships and Development, Toronto Lands Corporation, at bcarou.tlc@tdsb.on.ca or at 437-551-5393

Jeremy Kloet, Development Manager, Partnerships and Development, Toronto Lands Corporation, at jkloet.tlc@tdsb.on.ca or at 437-553-0429

155 Mill Street (Block 9 – West Don Lands): Mixed-use Development with a Podium Elementary School**COMMITTEE:** POLICY & PLANNING COMMITTEE**DATE:** March 6, 2025**ACTION:** Approval**COMMITTEE RECOMMENDATION**

It is recommended that:

1. Authorize the Chief Executive Officer, Toronto Lands Corporation (“**TLC**”), to enter into agreements retaining the consulting services for the due diligence and design work for the **155 Mill Street (Block 9 – West Don Lands)** project (“**Project**”) provided that such consulting services shall be: (a) acquired using the Request for Proposal process in accordance with TDSB Purchasing Policy; (b) within the budget outlined in the closed session report relating to the Project; and (c) the agreements are in a form and content satisfactory to the General Counsel, TLC.

STAFF RECOMMENDATION

It is recommended that:

2. Authorize the Chief Executive Officer, Toronto Lands Corporation (“**TLC**”), to enter into agreements retaining the consulting services for the due diligence and design work for the **155 Mill Street (Block 9 – West Don Lands)** project (“**Project**”) provided that such consulting services shall be: (a) acquired using the Request for Proposal process in accordance with TDSB Purchasing Policy; (b) within the budget outlined in the closed session report relating to the Project; and (c) the agreements are in a form and content satisfactory to the General Counsel, TLC.

EXECUTIVE SUMMARY

The purpose of this report is to provide the TLC Board with an overview of the property located at 155 Mill Street (otherwise known as Block 9 – West Don Lands) (the “**Property**”) and present a high-level workplan for how TLC staff will advance this mixed-use development with a podium elementary school over the next 12 months. This report also seeks authority to retain the necessary consultants to undertake the required due diligence and design work identified in the 2025 workplan.

The Property is in the Toronto and East York District (TDSB Ward 9: Davenport and Spadina – Fort York and TDSB Ward 10: University – Rosedale and Toronto Centre) and within the West Don Lands neighbourhood, at the corner of Mill Street and Bayview Avenue.

In September 2011, the Property was initially identified and reserved as an elementary school site. The TDSB acquired the Property from the Ministry of Infrastructure in 2018, via a land swap, with the intent of redeveloping this 1.6-acre property into a JK-8 elementary school. The TDSB lands transferred to the Province in exchange for the Property included 65 Hartsdale Drive and 155 McNicoll Avenue.

In 2022, the Property was expropriated by Metrolinx in support of the GO Train expansion project and Ontario Line construction, which has delayed construction of the proposed elementary school. The expropriation term is for 63 months with an anticipated end date of July 2027. Metrolinx has recently expressed an interest in extending their use of the site beyond 2027 and are actively having conversations with TLC/TDSB to explore options.

Over the past 15 years, the West Don Lands neighbourhood has experienced rapid population growth and significant residential intensification. Thousands of new residential units have been constructed and, given that this site is within the East Harbour Subway / GO Interchange Station Major Transit Station Area (MTSA), additional intensification is encouraged and expected. As a result, staff recommend exploring opportunities to redevelop this Property into a mixed-use development with a podium elementary school.

Decision History

In March 2017, the TDSB Board directed TLC staff to initiate Regulation 444/98 for the disposition of Silver Creek Public School at 65 Hartsdale Drive and McNicoll Public School at 155 McNicoll Avenue with the intent of exchanging these properties for the Property.

In October 2017, the TDSB Board directed TLC staff to complete negotiations with Infrastructure Ontario for an equitable land exchange of the TDSB properties at 65 Hartsdale Drive and 155 McNicoll Avenue, for the provincially owned property, legally known as Block 9; and transact an agreement of purchase and sale.

On April 17, 2018, the TLC brought forward a report to the TLC Board concluding the equitable exchange between the TDSB and Infrastructure Ontario.

On September 26, 2019, the TLC brought forward a report to the TLC Board declaring approximately 1.25 acres of the 155 Mill Street property surplus for lease and requesting the authority to enter into a lease agreement with WDL 8 LP for this portion of the TDSB property commencing on November 1, 2019, until December 31, 2022, with five, one-year options to extend.

On October 17, 2023, the TLC brought forward a report to the TLC Policy and Planning Committee outlining new opportunities resulting from Provincial policy changes and recommended prioritizing due diligence work to advance the redevelopment of the Property.

Area Context

The Property is in the West Don Lands, a former industrial area bounded by the rail corridor to the south, the Don River to the east, Front Street/King Street East to the north and Parliament Street/Cherry Street to the west. The large-scale redevelopment of this area was first approved by Toronto City Council in 2005 and, upon completion, will be comprised of a new road network; over 20 development blocks; more than 6,000 residential units; retail uses; parks and open spaces; a community centre; and TDSB elementary school. As of the date of this report, much of the redevelopment initiative has now been realized.

Key Site Characteristics

The Property is surrounded by high-density residential, and park uses and immediately north of the Richmond Hill GO Line, Go Transit Don Yard, and Ontario Line (currently under construction). As illustrated in Appendix A, the Property is a flat 1.6 acres property with a rectangular shape, approximately 52 m (170 ft) wide by 125 m (410 ft) long.

Currently, the Property has two key encumbrances. The first is a restrictive covenant agreement registered on title by the Toronto Regional Conservation Authority ensuring that the redevelopment of the Property does not interfere with floor protection lands west of the Don River. The second is a retaining wall easement agreement registered on title by Metrolinx for the purposes of accessing, constructing, and repairing a retaining wall along the southern property line. Like all other adjacent development projects, the proposed redevelopment of the Property can accommodate these existing encumbrances.

Planning Policy Framework

The Property is in the East Harbour Subway / GO Interchange Station Area. As per Official Plan Amendment 575, the area surrounding this MTSA seeks to achieve 300 residents and jobs combined per hectare.

As former industrial land, the property is designated *Regeneration Areas* in the City's Official Plan. Lands designated as Regeneration Areas provide opportunities for revitalization and the creation new jobs and homes that use existing roads, transit, sewers, social services and infrastructure. For each Regeneration Area a framework for new development will be set out in a Secondary Plan.

The Property is zoned *Reinvestment Area Districts* in the City of Toronto's former Zoning By-law (ZBL 438-86). This zoning category permits a range of uses, including elementary school, residential, retail, parks, recreation, arts, community facilities. However, a Zoning By-law Amendment application will be required to provide relief with respect to building height, lot coverage and building setbacks, for example, to advance a mixed-use redevelopment.

In addition to the City of Toronto's Official Plan and Zoning By-law, future redevelopment of the Property is also guided by the Central Waterfront Secondary Plan (2003), King Parliament Secondary Plan (2021) and the West Don Lands Precinct Plan. All of which provide additional policy guidance with respect to built form, use, design, and shadows.

Capital Priority

A new elementary school at 155 Mill Street has been, and continues to be, one of the TDSB's top capital priorities. In 2021, the TDSB submitted a business case to the Ministry of Education seeking funding to construct a new 455 pupil place school at 155 Mill Street (for more information see Appendix C – 2021 Elementary School Space Template). To date, the Ministry of Education has not approved capital funding to advance this project.

Based on existing and future enrollment pressures in the area, the preference today is to construct a larger elementary school on this site. TLC staff will continue to work with TDSB staff to update the elementary school space template and explore opportunities to increase the overall size of the proposed elementary school beyond 455 pupil places, determining the appropriate balance between addressing enrollment pressures with managing and mitigating existing site constraints.

Proposed Redevelopment Objectives

Since City Council approval of the West Don Lands Precinct Plan, TDSB and TLC staff have discussed and evaluated several redevelopment concepts for the Property. In 2007, a preliminary schematic design concept for a combined school and community centre was explored. However, with the construction of the new YMCA at Cherry Street and Front Street, a schematic design for stand-alone school was developed in 2017. More recently, TDSB and TLC staff, working closely with U of T's School of Cities staff, have explored a mix-use redevelopment inclusive of a podium elementary school with a residential tower above.

Additional details related to the proposed elementary school and residential tower include the following:

- A new JK to 8 elementary school located in the podium of the proposed mixed-use building;
- Outdoor play space to be provided on site at-grade, on the podium of the proposed mixed-use development and at the adjacent Corktown Common via a shared use agreement with the City of Toronto; and
- A residential tower that includes an affordable housing component (building height, tenure, unit count, and unit mix yet to be determined)

TLC staff have engaged City of Toronto staff to determine the need for additional childcare facilities in the local area. These discussions indicate that additional childcare facilities are needed in the area. TLC staff will continue to explore the provision of childcare facilities within the proposed development and will provide the Policy and Planning Committee with an update as the project advances.

DUE DILIGENCE

Policy & Planning Committee (Select all that apply)

- | | |
|---|--|
| <input checked="" type="checkbox"/> Site Inspection and Due Diligence | <input checked="" type="checkbox"/> Consultation with Local Trustee and Local Councillor |
| <input type="checkbox"/> Title Search and Topographic Survey | <input checked="" type="checkbox"/> TDSB Staff Review and Agreement |
| <input checked="" type="checkbox"/> Official Plan | <input checked="" type="checkbox"/> Consultation with City of Toronto Staff |
| <input checked="" type="checkbox"/> Zoning | <input checked="" type="checkbox"/> Consultation with TDSB Executive Staff |
| <input type="checkbox"/> Reg 374/23 | <input checked="" type="checkbox"/> Consultation with TDSB Planning Staff |
| <input checked="" type="checkbox"/> Appraisal Report | <input checked="" type="checkbox"/> Consultation with TDSB Finance Staff |
| <input checked="" type="checkbox"/> Environmental Report | |
| <input type="checkbox"/> Planning Report | |

In addition to the due diligence completed to date, TLC staff will continue to engage and work closely with staff from the City of Toronto, Waterfront Toronto, and Metrolinx to better understand existing site constraints linked to the Property's proximity to the rail corridor, Ontario Line and Don River. These working relationships will enable TLC staff to identify and implement solutions to advance the redevelopment of the Property and deliver a new elementary school to this rapidly growing neighbourhood. The TLC recognizes the existing pressures for a new elementary school in this rapidly growing community and will continue to expedite this project.

STRATEGIC DIRECTION

TDSB Strategic Plan Goal:	Revitalize - All students and staff learn and work in inclusive, safe, and modern environments. <i>Redeveloping a vacant underutilized property into a mixed-use development, with a modern podium elementary school, to serve a rapidly growing and underserved community</i>
TLC Strategic Plan Goal:	Transform Student Learning Environment through the Modernization of Facilities <i>Redeveloping a vacant, underutilized property into a mixed-use development, with a modern podium elementary school, to serve a rapidly growing and underserved community</i>

ACTION PLAN AND ASSOCIATED TIMELINE

Table 1 provides a high-level overview of the key actions and estimated timeline to complete further due diligence and develop a schematic design to advance the proposed redevelopment at 155 Mill Street.

Table 1: 2025 Action Plan and Associated Timeline

Step	Date (Calendar Year)	Action
1	Q1-Q3 2025	Undertake additional due diligence to identify potential opportunities and challenges with advancing the proposed mixed-use redevelopment
2	Q2-Q4 2025	Retain consultant(s) to undertake necessary due diligence (i.e., rail safety, groundwater depths and subsurface soil conditions).
3	Q3-Q4 2025	Retain architect to develop Schematic Design, ensuring all key design and operational requirements for an elementary school will be satisfied within the podium of the proposed mixed-use development.
4	Q1 2026	Retain a cost consultant to determine, at a high-level, expected construction costs associated with Schematic Design.

5	Q1 2025 to Q1 2026	Host advisory meetings with appropriate TDSB, City of Toronto and Waterfront Toronto staff to gather preliminary feedback on the proposed mixed-use redevelopment.
8	Q1 2026	Provide TLC Policy and Planning Committee with a status update on work completed to date and outline next steps.

RESOURCE IMPLICATIONS

The costs associated with retaining the consulting services identified in the 2025 Action Plan above have been captured in the 2024/25 budget and will be included in the 2025/26 budget.

POLICY AND PROCEDURE REFERENCE(S)

- Shareholder Direction
- Toronto District School Board (TDSB) Multi-Year Strategic Plan
- Toronto District School Board (TDSB) Purchasing Policy
- Toronto Lands Corporation (TLC) Annual Plan
- Toronto District School Board (TDSB) Disposition of Property Policy

APPENDICES

- APPENDIX A** Site Context Map
- APPENDIX B** West Don lands Precinct Plan – Block Pattern
- APPENDIX C** 2021 Elementary School Space Template

FROM

Ryan Glenn, Chief Executive Officer, Toronto Lands Corporation, at rglenn.tlc@tdsb.on.ca or at 437-219-8191.

Barbara Carou, Director, Partnerships and Development, Toronto Lands Corporation, at bcarou.tlc@tdsb.on.ca or at 437-551-5393

Jeremy Kloet, Development Manager, Partnerships and Development, Toronto Lands Corporation, at jkloet.tlc@tdsb.on.ca or at 437-553-0429

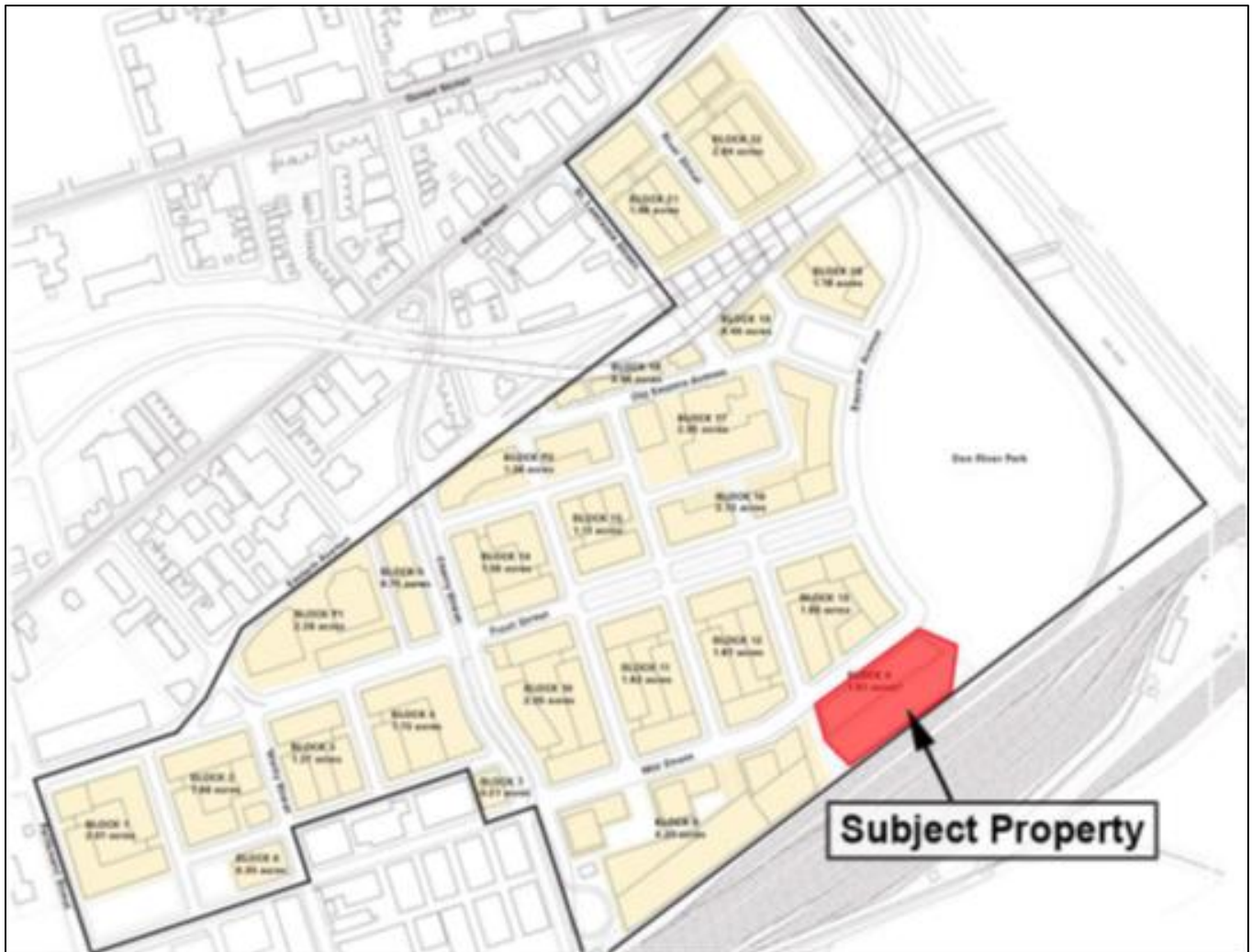
Site Context Map

APPENDIX A



West Don Lands Precinct Plan – Block Pattern

APPENDIX B



2021 Elementary School Space Template

APPENDIX C

ELEMENTARY SCHOOL SPACE TEMPLATE SAMPLE SCHOOL							
School Board:	Toronto District School Board						
Grade Range:	JK to 8						
Program:	Regular Track						
School Name:	Sample Elementary School - 450 Students West Donlands Proxy						
Table 17: Elementary Model Program Sheet Expected Enrolment: 450 Total Number of required classrooms: 20							
Instructional Space	#	Size		Floor Area		Load	OTG
		m ²	ft ²	m ²	ft ²		
Kindergarten	3	111	1,200	334	3,600	26	78
Classroom	14	70	750	975	10,500	23	322
Art Room	1	98	1,050	98	1,050	23	23
Science Room	1	98	1,050	98	1,050	23	23
Music Vocal		-	-	-	-	23	-
Computer Laboratory		-	-	-	-	23	-
Technical/Vocational		-	-	-	-	23	-
Special Education Area	1	70	750	70	750	9	9
Musical Instrumental	1	98	1,050	98	1,050	-	-
Resource Area - Loaded (400-699 sf)		-	-	-	-	12	-
Resource Area - Unloaded (<400 sf)	3	33	350	98	1,050	-	-
Gymnasium Area and Stage	1	418	4,500	418	4,500	-	-
Change Rooms	2	37	400	74	800	-	-
Library	1	223	2,400	223	2,400	-	-
General Purpose		-	-	-	-	-	-
Instructional Area Flexibility		-	-	314	3,375	-	-
Total GFA and OTG of Instructional Area				2,799	30,125		455
Operational Space	Per Pupil		Floor Area				
	m ²	ft ²	m ²	ft ²			
General Office	0.29	3.1	130	1,395			
Staff Room and Teacher Work Rooms	0.20	2.2	92	990			
Kitchen			20	210			
Custodial Areas	0.16	1.7	71	765			
Meeting Room			21	230			
Academic Storage	0.09	1.0	42	450			
Washrooms	0.30	3.2	134	1,440			
Gymnasium Storage			31	330			
Chair Storage (in Gymnasium)			12	130			
Mechanical Spaces	0.54	5.77	241	2,597			
Total Operational Area			793	8,537			
Total Instructional (from above)			2,799	30,125			
Total Operational and Instructional			3,592	38,662			
Gross Up Added	38%		1,365	14,691			
Gross Floor Area			4,957	53,353			
Area per Pupil for 450 pupils:			11.01	118.6			
Community Use Rooms			m ²	ft ²			
Child Care			-	-			
Early Years Hub			-	-			
Community Use			-	-			
Other (please identify)			-	-			
Other (please identify)			-	-			
Other (please identify)			-	-			
Total Community Use Rooms Area			-	-			
Total Square Feet			4,957	53,353			