

Regular Meeting

March 8, 2011

A regular meeting was convened at 6:00 pm, Tuesday, March 8, 2011, at the Offices of the Toronto District School Board, 5050 Yonge Street, 5th floor Executive Meeting Room, Toronto, Ontario, with David Crombie, Chair of the Board, presiding.

The following members were present: Harold Brathwaite, Sheila Cary-Meagher, Jerry Chadwick, Dino Chiesa, Chris Glover, Hugh Heron, Jane Pepino, Sheila Ward. J. Marshall participated via telephone connection.

1. Call to Order

The meeting was called to order by D. Crombie, Chair of the Board, presiding.

2. Approval of the Agenda

J. Pepino, seconded by H. Heron moved: **That the agenda be approved.**

The motion was carried.

3. Declarations of Possible Conflict of Interest

There were no declarations of possible conflict of interest reported to the Chair.

4. Welcome to New Directors

Chair Crombie welcomed the following new Trustee Directors to the TLC Board:

- Sheila Cary-Meagher
- Jerry Chadwick
- Chris Glover
- Sheila Ward

Each Director provided introductory comments in regard to their background and experience.

5. Confirmation of the Minutes of the Meetings held on November 4, 2010

H. Heron, seconded by J. Pepino moved:

That the minutes of November 4, 2010 be approved as distributed.

The motion was carried.

6. CEO Report, March 2011

The Board had for its consideration a report titled CEO Report to the Board, March 2011. S. Hoy and D. Jondreau provided a verbal overview of the report.

H. Heron, seconded by D. Chiesa moved:

That the report from the CEO, March 2011 be received.

The motion was carried.

7. Real Estate Brokerage Services – Contract Awards

S. Hoy provided the following update in relation to the report titled Real Estate Brokerage Services – Contract Awards. Initial Brokerage Services for the TLC were conducted in a similar manner more than 2 years ago. That award period has ended and this current report reflects the process utilized to establish a new list of vendors of record, for use by the TLC. It was noted that 10 submissions were received. Five vendors are being recommended for the *vendors of record* list. It was also noted that the five vendors being recommended represent varying sizes of companies with different areas of expertise.

D. Chiesa, seconded by S. Cary-Meagher moved:

That three year contracts be awarded to the following brokerage firms:

- **Cushman and Wakefield Ltd.**
- **DTZ Barnicke**
- **Royal LePage Real Estate Services Ltd.**
- **Colliers Macaulay Nicolls (Ontario) Inc.**
- **Avison Young**

The motion was carried.

8. Real Estate Appraisal Services – Contract Awards

S. Hoy provided the following update in relation to the report titled Real Estate Appraisal Services – Contract Awards. Initial Appraisal Services for the TLC were conducted in a similar

manner more than 2 years ago. That award period has ended and this current report reflects the process utilized to establish a new list of vendors of record, for use by the TLC. It was noted that 9 submissions were received and considered. Five vendors are being recommended for the *vendors of record* list.

J. Pepino, seconded by J. Chadwick moved:

That three year contracts be awarded to the following appraisal firms:

- **Bosley Farr Associates Ltd.**
- **Cushman Wakefield Ltd. Valuation and Advisory**
- **Property Valuators Consulting Inc.**
- **GSI Real Estate and Planning Advisors Inc.**
- **CB Richard Ellis Limited Valuation and Advisory Services**

The motion was carried.

9. Implementation of Building and Maintenance Audit Recommendations

S. Hoy provided the following highlights in relation to the report titled *Implementation of Building and Maintenance Audit Recommendations*. S. Hoy noted that the TLC Audit Committee had originally asked staff to look at ways for the maintenance and construction processes to become more effective in relation to TLC sites. A consultant was retained to conduct this analysis on behalf of the TLC. Nine recommendations were made by the Consulting firm.

S. Hoy provided an update on those recommendations.

D. Chiesa, seconded by H. Heron moved:

That the report titled *Implementation of Building and Maintenance Audit Recommendations* be received.

The motion was carried.

10. TDSB Decisions re 2010-11 TLC Draft Annual Plan

S. Hoy reported on the status of the 2010-11 TLC Draft Annual Plan. It was noted that, given the February 10th approvals by the TDSB, all TLC recommended properties (as outlined in the 2010-11 Draft TLC Annual Plan) have been approved. These approvals, in conjunction with the earlier approvals by the TDSB, have been captured in the final version of the 2010-11 TLC Annual Plan.

Given the lateness in the fiscal year, this final version of the 2010-11 TLC Annual Plan will not be printed, but rather only posted to the TLC website for information.

J. Pepino, seconded by D. Chiesa moved:

That the report titled *TDSB Decisions re 2010-11 TLC Draft Annual Plan* be received.

The motion was carried.

11. TLC Board Representation on TLC Committees

I. Finance Committee

J. Pepino, seconded by J. Chadwick moved:

- a) **That H. Heron, D. Chiesa and D. Crombie, three citizen Directors, be reaffirmed to serve on the TLC Finance Committee; and**
- b) **That that S. Cary-Meagher and S. Ward, two trustee Directors, be appointed to serve on the TLC Finance Committee.**

The motion was carried.

II. Audit Committee

H. Heron, seconded by C. Glover moved:

- a) **That J. Marshall and D. Crombie, two citizen Directors, be reaffirmed to serve on the TLC Audit Committee; and**
- b) **That Jerry Chadwick, trustee Director, be appointed to serve on the TLC Audit Committee.**

The motion was carried.

III. Nominating & Governance Committee

H. Heron, seconded by D. Chiesa moved:

- a) **That J. Pepino be reaffirmed and Harold Brathwaite be appointed (two citizen Directors) to serve on the TLC Nominating and Governance Committee, along with the Chair; and**
- b) **That Sheila Ward, one trustee Director, be appointed to serve on the TLC Nominating and Governance Committee.**

The motion was carried.

IV. Swim Toronto Committee

D. Chiesa, seconded by J. Chadwick moved:

- a) **That Chris Glover be appointed to serve on the *Swim Toronto Committee*.**

The motion was carried.

12. For Information

The following items were provided for information purposes:

- a) D. Crombie letter to C. Bolton, TDSB Chair re TLC's 2010-2011 Draft Annual Plan
- b) TLC Progress Report at December 31, 2010
- c) TLC Board and Committee Meeting Schedule, 2011 (FINAL)
- d) Swim Toronto Initiatives and Update

The Chair and S. Hoy answered questions pertaining to the information items noted above.

13. Resolution into Committee of the Whole, In-Camera

At 6:45 pm, on a motion by H. Heron, seconded by J. Pepino, the regular meeting resolved into Committee of the Whole (Private Session) to consider matters on the private agenda of the Committee of the Whole.

14. Reconvene

At 7:50 pm, the regular meeting reconvened.

15. Committee of the Whole (Private) Report No. 16, March 8, 2011

S. Ward, seconded by S. Cary-Meagher, moved:

That Report No. 16 of the Committee of the Whole (In-camera) be adopted.

The motion was carried.

16. Adjournment

At 7:55 p.m., on a motion of D. Chiesa seconded by H. Heron, the meeting adjourned.

David Crombie, Chair

Marlene Riley, Secretary