

West Glanbrook Accommodation Review Committee
Working Group Meeting # 2
Wednesday, October 16, 2013
6:00 p.m.

Mount Hope Elementary School
9149 Airport Road Hamilton, ON

Minutes

ATTENDANCE:

Committee Members

Chair – Pam Reinholdt, Sue Dunlop

Voting Members – Amie Vandevrie, Steve Paul, Janet Lewis, Alyson Brave, Melanie Holjak, Trisha Woehrle, Karen Stewart

Non-Voting Members – Alex Johnstone, Rob Maudsley

Regrets

Voting Members – Theresa Weylie

Non-Voting Members - Nil

Resource Staff

Ian Hopkins, Tracy Weaver (E-BEST)

Recording Secretary

Colleen Pyke

Public - 0 public attendees present

1. Call to Order 6:03 p.m.

Superintendent Pam Reinholdt called the meeting to order. She thanked everyone for their participation at the public meeting on October 9. She introduced acting Superintendent Sue Dunlop who will now act as chair for the West Glanbrook ARC.

2. Agenda

2.1 Additions/Deletions

None

2.2 Approval of Agenda

No objections. Agenda approved by consensus.

2.3 Handout Protocol

It was determined that hardcopies will be provided to Committee members.

3. Review of Quorum and Voting Procedures

Superintendent Reinholdt defined quorum as 50% plus 1 of voting Committee members that are present. For the West Glanbrook ARC, the minimum number for quorum is 5.

4. Binder Updates

4.1 Presentation from Public Meeting #1

Handout

4.2 Working Group Presentation Slide Update

Updated closing date error (June 2014) from the October 02, 2013 presentation

5. School Tours

Tour of Mount Hope at working group #3 October 30, 2013

Tour of Bell-Stone at working group #4 November 13, 2013

6. Data Requested by the Committee

6.1 Development Information

Ian Hopkins gave an overview of the map outlining the boundaries for Mount Hope and Bell-Stone and the urban boundary. Urban development has to stay within the urban boundary. There is a grey shaded area on the map which shows the airport employment growth district- this is for industrial and commercial use only and no residential development will come out of it. There is an area dedicated to airport land reserve, for potential expansion. If these properties are ultimately severed or fully purchased (information which is unknown to us at this point), the land likely be used for airport storage or operation facilities.

The second map shows the residential development in the area. The development process was briefly explained. There are four developments right now. He outlined what stage each development is in and how many students this could potentially yield. He noted that all the developments are accounted for in the Board's enrolment projections.

6.2 Glossary of Terms for the SIP

A glossary of terms was distributed to Committee members.

7. Minutes from Working Group Meeting #1 (October 02, 2013)

7.1 Nature of the Minutes

It was noted that minutes are not verbatim; they are intended to capture the spirit of the conversation.

7.2 Clarification

None

7.3 Approval of Minutes

Minutes approved by consensus.

8. Public Meeting #1 (October 09, 2013)

8.1 Presentation of Understanding Group Discussion Notes Data from Public Meeting #1

Tracy Weaver (E-BEST) delivered a presentation on analyzing feedback and provided examples to the Committee.

8.2 Debriefing on Public Meeting #1

Committee members broke into pairs to analyze the information collected at the first public meeting. Further review of feedback will be discussed at the next working group meeting.

8.3 Review of group Discussion Notes

Sharing what you've learned: *See attached*

9. Review of School Information Profiles

9.1 Overview of Each Section of the SIP (small group discussion)

Ian reviewed the purpose of the SIPs. He noted that the SIPs need to be approved by the Committee. Committee members broke into groups to review the SIPs for any changes, additions, etc.

9.2 Discussion/Verify/Addition/Deletion

Ian Hopkins asked if there are any changes to the data. The Committee was interested in updating the enrolment to reflect September 2013. Ian noted that the Ministry requires enrolment to be reported twice a year, October and March. On October 31st, when the enrolment is received, he will share those numbers with the Committee. However, the SIP will remain the same.
Items to be added to the SIP- number of parking spaces.

DECISION: All in favour of approving the amended SIP

10. Correspondence

10.1 Facility Partnerships

Ian Hopkins explained the letter from Dr. John Malloy to potential facility partners that went out in June 2013. He explained that these letters are sent out in an attempt to fill extra space in an underutilized school by offering a shared space to local organizations. It was noted that there were no responses for partnerships in this area.

11. Questions & Answers

See attached

12. Next Steps

Working group meeting #3 Wednesday October 30, 2013 at Mount Hope

- Review the public input from public meeting #1
- Start formulating ideas for accommodation options
- Preparation of SIP for public meeting #2
- Questions to ask the public

13. Adjournment

The meeting adjourned at 8:49 p.m.

Handouts

- Agenda
- Draft Minutes - Working Group Meeting #1 - October 01, 2013
- West Glanbrook Schedule and Timelines
- Community Feedback from Public Meeting #1
- Correspondence
- Membership
- Glossary of terms
- West Glanbrook Accommodation Review area map
- Mount Hope development map
- Binder Updates
- Presentation
- E-Best Presentation