

**AGENDA: 7:00pm**

1. Call to Order/Roll Call
2. HWDSB Land Acknowledgement
3. Approval of the Agenda
4. Review of the Committee Workplan
5. Average Elementary Class Size
6. Final Financial Report – August 31, 2025
7. Bernie Custis Secondary School Outdoor Space
8. Westmount Secondary School Playing Field
9. Notice of Motion: Budget Development and Monitoring Process
10. Adjournment and Resolution into Private Session as per the *Education Act*, Sub Section 207(2)
  - a) the security of the property of the board;
  - b) the disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent or guardian

F&F Agenda Items	
Cmt Mtg Date	Public
<b>Sept. 23</b>	Review annual work plan
	Average Secondary Class Size
	Capital Projects Update
	2025 Capital Priorities Projects Submission
	Queensdale Gymnasium Project Update
	Billy Green Gymnasium Project Update
<b>Oct. 21</b>	Elementary Enrolment Update
	Secondary Enrolment Update
<b>Nov. 25</b>	Average Elementary Class Size
	Final Financial Report - August 31, 2025
	Bernie Custis Secondary School Outdoor Space
	Westmount Secondary School Playing Field
<b>Dec. 16</b>	Capital Projects Construction Update Report
	Enrolment Summary as at October 31, 2025
	Analysis of Heating, Ventilation, Cooling in Schools
	Key Parameters and Assumptions to Guide 2026-2027 Budget Development (Draft)
	Priorities for Budget Consultation
<b>Jan. 19</b>	Key Parameters and Assumptions to Guide 2026-2027 Budget Development
	Priorities for Budget Consultation
	Interim Financial Report - November 30, 2025
<b>Feb. 24</b>	Budget
<b>Mar. 31</b>	Capital Projects Construction Update Report
	2026-2027 School Based Staffing Projections
	Interim Financial Report - February 28, 2026
<b>Apr. 14</b>	Long Term Facilities Plan Update - Accommodation Strategy
	Schedule
	2026-2027 Non-School Based Staffing Projections
	2026-2027 Core Education Funding (if released)
<b>May. 5</b>	2026-2027 Budget Development
	Enrolment Summary as at March 31, 2026
<b>May. 26</b>	Long Term Facilities Plan Update
	Community Use of Schools Rental Rates
	Interim Financial Report - April 30, 2026
	2026-2027 Budget Development
<b>Jun. 2</b>	Capital Projects Construction Update Report
	Average Secondary Class Size
	2026-2027 Budget Approval
<b>Jun. 9 TENTATIVE</b>	2026-2027 Budget Approval (if needed)



## FINANCE AND FACILITIES COMMITTEE

November 25, 2025

### 2025/2026 Average Class Size Report - Elementary

Submitted By: Sheryl Robinson Petrazzini, Director of Education

Prepared By: Matthew Gerard, Associate Director, Business Services and Treasurer  
Jagoda Kirilo, Senior Manager, Financial Services

#### Recommendation:

That the report be received as information by the Committee.

#### Background:

Each year school boards are required to submit their elementary class size reports by October 31<sup>st</sup> as specified under the class size regulation (O. Reg. 132/12: Class Size).

#### Status:

	Ministry Requirement	2025/26 Actual	2024/25	2023/24	2022/23
% of Primary Classes 20 and under	≥ 90%	90.0%	91.0%	90.0%	91.0%
% of Primary Classes 23 and under	100%	100%	100%	100%	100%
Average Primary Class Size	See above	19.96	19.98	19.98	19.84
Average Full Day Kindergarten Class Size	≤ 26.0	24.00	24.00	24.00	24.00
Average Jr/Int. (gr 4-8) Class Size	< 24.5	24.4	24.50	24.49	24.3

Hamilton-Wentworth District School Board is in compliance with all Ministry elementary average class size requirements in 2025/2026. The Class Size report filed with the Ministry indicates that 90.0% of HWDSB primary classes have 20 or fewer students; 100% of primary classes have 23 or fewer students, full day kindergarten average class size is 24.0 and average junior/intermediate (grade 4-8) class size is 24.40.

Appendix A and B is attached to show the results reported to the Ministry. Appendix C is attached to show average class size by division and school.

**Financial Implications:**

No incremental financial implications arise from the recommendation.

**Strategic Directions:**

**Building a sustainable Education system.** *We will adapt to a rapidly changing world through responsible fiscal management, investing equitably in accessible and sustainable facilities, and supporting a robust workforce.*

**2025-2026 Board Summary & Attestation**

**Section A: Board Information**

Board Name:	Hamilton-Wentworth DSB
Board Number:	B66141
Contact Name:	Jagoda Kirilo
Contact Email:	<a href="mailto:jkirilo@hwdsb.on.ca">jkirilo@hwdsb.on.ca</a>
Board Count Date (dd/mm/yyyy): Select from drop down menu	17/09/2025

**Section B: Status of Class Size Compliance (for information purposes only)**

	Board Submission Statistic	Regulation Requirement	Compliance Status
Number of Primary Classes over 23	-	Not greater than 0	Achieved
Number of Primary/Junior-Int Combined Classes over 23	-	Not greater than 0	Achieved
Average Junior/Intermediate (grades 4-8) Class Size	24.4	Less than or equal to 24.5	Achieved
Percentage of Primary Classes 20 and under	90%	Greater than or equal to 90%	Achieved
Average Kindergarten Class Size	24	Less than or equal to 26	Achieved
Number of Kindergarten Classes (Pure) Over 32	-	Not greater than 0	Achieved
Percentage of Kindergarten Classes (Pure) Between 30 and 32	0%	Less than or equal to 10% & valid Kindergarten conditions	Achieved

**Section C: Attestation**

<p>By selecting "Yes" the board confirms that the Director of Education of the board has reviewed the elementary class size data contained in this form and attests that:</p> <ul style="list-style-type: none"> <li>The data contained in this report has been developed in accordance with the Ontario Class Size Regulation (O. Reg. 132/12); and</li> <li>The data contained in this report is representative and accurate as at the count date selected by the board (Row 8 of this sheet, above).</li> </ul>	<p>This form, once completed, must be submitted to the Ministry of Education at <a href="mailto:CSReporting@ontario.ca">CSReporting@ontario.ca</a>.</p> <p>The Director of Education must be copied on this email.</p>	<p>Yes</p>
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**Section D: Comments**

## 2025-2026 Board Statistics

(This section is for information purposes only and does not require user input.

Statistics will populate automatically when data is entered in "3. Class Size Data".

Please ensure your Excel calculation mode is set to automatic - see instructions Guide for details)

Board Name  
Board Number

Hamilton-Wentworth DSB  
B66141

Number of Reporting Errors in DATA 0

### Key Statistics

Percentage Primary Classes 20 and Under	90%
Number of Primary Classes Over 23	-
Average Junior/Intermediate (grades 4-8) Class Size	24.4
Number of Primary/Junior Combined Classes Over 23	-
Average Kindergarten Class Size	24
Number of Kindergarten Classes (Pure) At or Below 29	288
Number of Kindergarten Classes (Pure) Between 30 and 32	-
Number of Kindergarten Classes (Pure) Above 32	-
Percentage Kindergarten Classes (Pure) Between 30 and 32	0%

### General Statistics

TOTAL Number of Classes Reported	1,680
TOTAL Number of Schools Reported	81
TOTAL Enrolment of All Classes Reported	38028

### Information on Kindergarten Classes

Number of Kindergarten Classes (Pro-rated)	288
Kindergarten Enrolment	6,958

### Information on Primary Classes

#### Percentage of Primary Classes

20 and under	90%
21	2%
22	2%
23	5%
24	0%
25 and more	0%

#### Number of Primary Classes

20 and under	464
21	12
22	11
23	27
24	-
25 and more	-
Total Number of Primary Classes	514

### Information on Junior/Intermediate (grades 4-8) Classes

Number of Junior/Intermediate (grades 4-8) Classes	841
Enrolment in Junior/Intermediate (grades 4-8) Classes	20,553

### Information on Self-Contained Special Education Classes

Number of Self-Contained Special Education Classes	37
Self-Contained Special Education Enrolment	260

**Hamilton-Wentworth District School Board**  
**Summary of Average Class Size per School**  
**As of September 30, 2025**

School Name	Average Grade FDK Class Size	Average Grade 1-3 Class Size	Average Grade 4-8 Class Size	Average Special Ed Class Size
<b>In- Person</b>				
<b>High Priority Schools:</b>				
Adelaide Hoodless	21.50	19.80	22.00	
Bennetto	23.25	18.27	22.92	
Cathy Wever	23.20	19.86	22.64	8.00
Central	22.40	20.00	22.60	
Dr. J. Edgar Davey	22.80	19.43	22.50	
Hess Street	20.67	20.00	20.38	9.00
Hillcrest	24.00	18.43	21.08	9.50
Lake Avenue	22.83	19.55	24.19	
Memorial	25.00	19.00	21.89	12.00
Parkdale	20.50	20.00	23.80	
Pauline Johnson	20.00	20.00	22.50	
Prince of Wales	22.20	19.83	22.43	
Queen Mary	23.60	19.57	21.38	11.00
Queen Victoria	24.00	19.27	20.33	8.00
Sir Wilfrid Laurier	24.43	19.82	23.17	
Viola Desmond	22.50	19.69	24.25	
Viscount Montgomery	22.50	19.40	19.80	4.67
W.H. Ballard	23.50	19.43	21.82	11.00
Westwood	22.25	20.00	18.29	5.00
<b>High Priority School Average</b>	<b>22.69</b>	<b>19.54</b>	<b>22.00</b>	<b>8.69</b>
<b>FDK excluding classes 15 and less</b>	<b>22.69</b>			
<b>Non-High Priority Schools:</b>				
A.M. Cunningham	27.75	20.40	25.83	
Allan A. Greenleaf	27.50	20.00	27.00	
Ancaster Meadow	26.00	20.00	26.33	
Balaclava	25.00	20.00	24.67	
Bellmoore	24.80	19.82	24.96	6.00
Billy Green	23.00	19.60	23.25	
Buchanan Park	20.50	20.00	24.00	
Cecil B. Stirling	21.50	18.75	23.00	
Chedoke	21.33	21.00	23.00	10.00
Collegiate Avenue	24.60	20.00	25.73	
Cootes Paradise	23.29	19.09	21.56	12.00
Dalewood	-	-	24.75	
Dundana	21.00	21.50	23.00	
Dundas Central	22.00	20.00	24.30	
Earl Kitchener	26.20	19.60	23.88	
Eastdale	24.00	20.45	24.68	
Flamborough Centre	9.00	17.00	26.50	
Frank Panabaker North	-	20.80	20.50	4.00
Frank Panabaker South	24.00	-	22.94	4.00
Franklin Road	23.40	20.14	25.17	
Gatestone	27.25	20.38	23.33	9.00
George L. Armstrong	23.50	20.33	25.38	

## 5-6

Gordon Price	20.67	20.00	27.13	
Glenwood	-	-	-	7.00
Greensville	19.00	21.00	25.44	
Guy B. Brown	23.75	20.25	24.00	
Helen Detwiler	24.00	19.80	24.00	
Highview	28.00	20.86	24.18	
Holbrook	23.00	19.33	26.25	
Huntington Park	26.25	20.71	24.82	4.00
James Macdonald	23.50	20.00	24.20	
Janet Lee	24.50	19.43	26.60	
Kanétskare	-	-	25.83	
Lawfield	23.67	20.60	24.56	
Lincoln M. Alexander	29.00	20.00	16.17	3.00
Lisgar	24.67	20.00	25.86	
Mary Hopkins	27.75	19.91	22.17	
Michaelle Jean	-	21.17	25.75	
Millgrove	24.00	20.00	19.00	
Mount Albion	25.50	20.00	25.50	16.00
Mount Hope	26.25	20.00	26.33	
Mountview	22.67	19.50	22.80	
Norwood Park	-	20.40	25.83	
Queensdale	22.00	19.67	23.67	
R.A. Riddell	24.00	19.38	25.17	
Ray Lewis	24.25	20.17	22.73	6.00
Richard Beasley	23.50	20.00	12.60	3.50
Ridgemount	26.50	20.00	25.55	
Rockton	25.00	20.43	26.40	
Rosedale	23.25	20.00	25.50	
Rousseau	27.00	19.80	24.25	
Shannen Koostachin	26.00	20.27	24.93	
Sir William Osler	28.33	20.00	22.50	4.00
South Meadow	28.50	19.75	24.29	4.00
Spring Valley	27.67	21.20	25.09	
Strathcona	16.33	18.67	21.33	
Tapleytown	23.50	20.71	27.11	
Templemead	28.00	18.43	22.93	8.50
Tiffany Hills	25.00	20.33	24.53	8.00
Westview	-	-	23.92	5.00
Winona	27.67	19.43	26.41	
Yorkview	28.50	19.67	21.00	
<b>Non-High Priority Average</b>	<b>24.31</b>	<b>20.00</b>	<b>24.10</b>	<b>6.71</b>
<b>FDK excluding classes 15 and less</b>	<b>24.67</b>			
<b>Average Class Size - In- Person Only</b>	<b>23.89</b>	<b>19.88</b>	<b>23.60</b>	<b>7.39</b>
<b>REMOTE</b>				
School A	-	16.00	23.00	
<b>Remote Average</b>	<b>-</b>	<b>16.00</b>	<b>23.00</b>	<b>-</b>
<b>FDK excluding classes 15 and less</b>	<b>-</b>			
<b>Total Board Average Class Size</b>	<b>24.00</b>	<b>19.96</b>	<b>24.40</b>	<b>7.39</b>
<b>FDK excluding classes 15 and less</b>	<b>24.74</b>			



## FINANCE AND FACILITIES COMMITTEE

November 25, 2025

### Final Financial Report - August 31, 2025

Submitted By: Sheryl Robinson Petrazzini, Director of Education

Prepared By: Matthew Gerard, Associate Director, Business Services and Treasurer  
Jagoda Kirilo, Senior Manager, Financial Services

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#### Recommendation:

That the Final Financial Report based on information for the year ending August 31, 2025 be received by the Committee as information.

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#### Background:

The Education Act governs schools boards and requires the Treasurer of every school board to prepare annual financial statements covering the period from September 1 to August 31.

The Final Financial Report for the period ending August 31, 2025 (Appendix A) consists of:

- Enrolment information, showing budget to actual, in numeric and graph format, with explanations of key variances;
- Staffing information, showing budget to actual, in numeric and graph format, with explanations of key variances;
- Financial information comparing the actuals to the Budget, with explanations of key variances;

The Boards Consolidated Financial Statements can be found using the link: [HWDSB Financial Statements](#).

#### Status:

The Board filed an in-year surplus of approximately \$2.9M. Revenues increased in comparison to revised estimates by \$19.7M as a result of responsive education program (REP) revenues related to Bill 124 and collective agreements, interest and rental revenue increases, as well as Education Development Charge revenue and revenue related to the Foundation. Expenses

increased from revised estimates to actual by \$16.8M as a result of an increase in supply costs, expenses related to the Foundation, as well as an increase in school operations expenses.

**Financial Implications:**

The final financial report and the consolidated financial statements, contained in Appendix A of this report, present the results of operations for the 2024-2025 school year.

**Strategic Directions:**

**Building a sustainable Education system.** *We will adapt to a rapidly changing world through responsible fiscal management, investing equitably in accessible and sustainable facilities, and supporting a robust workforce.*

**Hamilton-Wentworth District School Board**  
**Final Financial Report - Based on Information as of August 31, 2025**  
**For the Period Ending August 31, 2025**

Summary of Financial Results						Summary of Enrolment						Summary of Staffing								
		Revised	In-Year Change						Increase (Decrease)				Revised		Increase (Decrease)					
Estimates	Estimates	Actual	\$	%	Estimates	Estimates	Actual	#	%	Full-Time Equivalent	Estimates	Estimates	Actual	#	%					
<b>Revenues</b>						<b>Elementary</b>						<b>Program Instruction</b>								
Operating Grants	684,092,305	704,046,010	700,764,251	(3,281,759)	(0.5%)	JK-3	18,701.00	18,504.00	18,478.50	(25.50)	(0.1%)	Program Instruction	5,020.00	5,023.50	5,023.50	0.00	0.0%			
Capital & Debt	46,221,081	45,307,847	44,762,527	(545,320)	(1.2%)	4-8	19,227.00	19,265.50	19,279.50	14.00	0.1%	Program Support	576.00	569.00	569.00	0.00	0.0%			
Responsive Education Programs (REP)	12,520,509	16,950,895	26,384,437	9,433,542	75.3%	Other Pupils	22.00	20.00	20.00	0.00	-	Capital	7.00	7.00	7.00	0.00	0.0%			
Other Revenue	11,680,425	11,669,775	23,356,402	11,686,627	100.1%	<b>Total Elementary</b>	<b>37,950.00</b>	<b>37,789.50</b>	<b>37,778.00</b>	<b>(11.50)</b>	<b>(0.0%)</b>	<b>Total</b>	<b>5,603.00</b>	<b>5,599.50</b>	<b>5,599.50</b>	<b>0.00</b>	<b>0.0%</b>			
School Generated Funds	8,796,471	8,796,471	11,190,289	2,393,818	27.2%															
<b>Total Revenues</b>	<b>763,310,791</b>	<b>786,770,998</b>	<b>806,457,906</b>	<b>19,686,908</b>	<b>2.6%</b>	<b>Secondary &lt;21</b>						<b>Changes in Staffing: Approved Budget versus Forecast</b>								
<b>Expenditures</b>						Pupils of the Board														
Classroom	607,166,100	628,859,808	634,415,344	5,555,536	0.9%	Other Pupils	139.00	135.50	130.00	(5.50)	(4.0%)									
Other Operating	17,311,990	18,472,251	18,438,624	(33,627)	(0.2%)	<b>Total Secondary</b>	<b>14,810.00</b>	<b>14,477.75</b>	<b>14,194.16</b>	<b>(283.59)</b>	<b>(1.9%)</b>									
Transportation	22,244,719	22,349,555	21,024,042	(1,325,513)	(6.0%)	<b>Total</b>	<b>52,760.00</b>	<b>52,267.25</b>	<b>51,972.16</b>	<b>(295.09)</b>	<b>(0.6%)</b>									
Pupil Accommodation	106,791,511	107,292,913	115,545,555	8,252,642	7.7%	<b>Changes in Enrolment: Approved Budget versus Actual</b>														
Other	1,000,000	1,000,000	3,423,985	2,423,985	242.4%															
School Generated Funds	8,796,471	8,796,471	10,753,924	1,957,453	22.3%															
<b>Total Expenditures</b>	<b>763,310,791</b>	<b>786,770,998</b>	<b>803,601,474</b>	<b>16,830,476</b>	<b>2.2%</b>															
<b>Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>2,856,432</b>	<b>2,856,432</b>	<b>0.4%</b>															
<b>Changes in Revenue</b>																				
- Operating Grants have decreased \$3.3M over revised estimates, this is mainly attributed to the decrease in enrolment of 295.09 ADE. - REP increase in revenue is related to Bill 124 and collective agreements. - Other Revenue increased by \$11.7M as a result of an increase in interest and rental revenue, Education Development Charge revenue and revenue related to the Foundation. - School Generated Funds increase is directly tied to activities and collections at the school level.																				
<b>Changes in Expenditure</b>																				
- Classroom expenses are higher than revised estimates mainly as a result of supply costs and expenses related to the Foundation. - Transportation costs decreased from revised estimates by \$1.3M as a result of lower carrier costs than expected. - Pupil accommodation increase of \$8.2M relates to maintenance and caretaking costs, increase in utility costs and an increase in supply costs. - Other costs include costs related to moves, claims and settlements as well as union release time for which there is an offset in revenue.																				
<b>Surplus/(Deficit)</b>						<b>Highlights of Changes in Enrolment:</b>						<b>Highlights of Changes in Staffing:</b>								
The 24-25 actuals were compliant with Ministry requirements and were filed with a \$2.8M surplus.						Elementary enrolment and secondary enrolment declined by 11.5 ADE and 283.59 ADE respectively below revised estimates as a result of the October 31st and March 31st finalized enrolment.						There was no change to staffing FTE based on what was budgeted at Revised Estimates.								



## FINANCE AND FACILITIES COMMITTEE

November 25, 2025

### Bernie Custis Secondary School Outdoor Space

Submitted By: Sheryl Robinson Petrazzini, Director of Education

Prepared By: Matthew Gerard, Associate Director Business Services and Treasurer  
David Anderson, Senior Manager, Facility Services  
Ellen Warling, Manager, Planning, Accommodation & Rentals

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#### Recommendation

That the report be received as information by the Committee.

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#### Background

At the May 26, 2025, Board meeting Resolution #25-48 from the May 6, 2025, Finance and Facilities Committee was approved.

- a) *That staff be directed to work with City staff to determine the feasibility of constructing an artificial turf green space in partnership with the City on the existing greenspace immediately adjacent to Bernie Custis Secondary School, which is owned and maintained by the City, and report back.*
- b) *That staff be directed to engage with City staff to determine the feasibility of Bernie Custis Secondary School being an equal tenant user of Tim Horton's Field, and report back.*
- c) *That staff be directed to first engage with the City of Hamilton regarding the heritage status of the King George site, and then follow up with the Ministry of Education to determine the feasibility of purchasing the property known as King George School, for the purpose of constructing an artificial turf field, and report back with findings.*
- d) *That staff be directed to engage with the City of Hamilton in identifying alternative parking options for Bernie Custis Secondary School.*

#### Status

Staff provide the following in response to the motion provided:

- a) Staff are exploring the option with the city to place an artificial turf area in the outdoor space between the Bernie Custis Secondary School (BCSS) and the Bernie

Morelli Recreation Centre. The limiting factors to review include the existing underground utilities, various easements and the existing uses of the space itself. City staff are in preliminary stages of reviewing this request. Consideration on any potential shared use agreement, funding model and maintenance of the area will be discussed, should this move forward.

- b) Staff met with Hamilton Stadium staff to review the current booking process and the suggestion of the school being an equal tenant at the stadium. The current agreement between the City and the owners of the Hamilton Tiger Cats and The Forge dictates that the sports teams are provided first rights to the stadium bookings. However, stadium staff reaffirmed that HWDSB continues to be the next group offered to book available times in the space.

At the most recent discussions between City (stadium) and Board staff the school expressed the desire to increase the number of home football games played at the stadium and the potential to run a signature event to bring together the Bernie Custis Family of Schools at the stadium for an annual event. These ideas were supported by the city staff. Staff from both the stadium and the Board agreed to begin planning and discussing such ideas immediately after the 2026 football and soccer schedules are known in winter of 2026.

- c) Staff have met with the Corporate Real Estate Office for the City of Hamilton about the potential to acquire the former King George Elementary School. City Council has directed an exploration of disposition of the former King George school property to an indigenous-led initiative to establish a community centre and housing. While that initiative is currently being pursued and the feasibility currently under review, the city is not in a position to make the site available for the Board's consideration.

Staff did not pursue further exploration of the potential to acquire the King George site, nor the potential to remove the heritage designation of the site given it is not available for sale, at this time.

- d) City Real Estate, stadium staff and board staff are exploring the request for consideration for parking alternatives to the use of the existing BCSS parking lot. No options had presented themselves at the time of this report.

## **Financial Implications**

At this time, there are no financial implications as a result of this report.

## **Strategic Directions**

### **Building a Sustainable Education System**

*We will adapt to a rapidly changing world through responsible fiscal management, investing equitably in accessible and sustainable facilities, and supporting a robust workforce.*



## FINANCE AND FACILITIES COMMITTEE

November 25, 2025

### Westmount Secondary School Playing Field

Submitted By: Sheryl Robinson Petrazzini, Director of Education

Prepared By: Matthew Gerard, Associate Director Business Services and Treasurer  
David Anderson, Senior Manager, Facility Services  
Ellen Warling, Manager, Planning, Accommodation & Rentals

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#### Recommendation

That the report be received as information by the Committee.

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#### Background

At the June 9, 2025, Board meeting Resolution #25-46 from the June 3, 2025, Finance and Facilities Committee was approved, including that:

*The delegation (attached from delegate group re: Westmount Playing Facility) be referred to staff for a report back to the committee in the fall with information on field options for Westmount including any outstanding commitments made by the previous Ward Councillor.*

#### Status

Board staff have reviewed the Westmount Agreement between the Board and City related to Westmount Secondary School access to Captain Cornelious Park (City asset). In addition, staff continue to have discussions with City staff related to the ongoing field concerns raised by the school community. The City has reviewed the field condition and has put in place an elevated field condition improvement program which includes additional cultural practices (core aeration, slit seeding, topdressing, and overseeding to relieve soil compaction, promote air and water movement in the root zone, and encourage strong turfgrass regeneration).

Moving forward, **an annual meeting between City and Board staff**, inclusive of school staff, will review operations of the field. This meeting will be held in January to review the state of the field in the previous season as well as expectations and access for the coming year. The annual meeting will assist city staff with scheduling/maintenance to support high school sports, Health and Physical Education class use and other school community uses of the field in the coming year.

HWDSB staff will **explore the opportunity to place a portable toilet** on the Westmount / Westview property during 2026 field season to support the need for washrooms, in line with the current practice of providing portable toilets at each secondary school artificial turf field location.

In addition, the City has approximately \$500,000 available to support a review of improvements at Captain Cornelious Park to support Westmount, as funded through a motion by the previous City Councillor. **City staff plan to develop a functional review** of what would be required, and how to allocate funding for improvements at this field location in the coming year.

### **Financial Implications**

At this time, there are no financial implications as a result of this report.

### **Strategic Directions**

#### **Building a Sustainable Education System**

*We will adapt to a rapidly changing world through responsible fiscal management, investing equitably in accessible and sustainable facilities, and supporting a robust workforce.*

**Notice of Motion: Budget Development and Monitoring Process**

Submitted by: Trustee Todd White  
November 18, 2025

**WHEREAS** the Board has a detailed process for budget development and monitoring; and

**WHEREAS** the budget process typically follows a 22-month cycle, beginning in mid-January with the development of Key Parameters and Assumptions and concluding in mid-November of the following year with the approval of the Financial Statements; and

**WHEREAS** this process has not been formally documented in a Board-level policy or procedure; and

**WHEREAS** Policy Committee maintains a Board-approved Policy Development Process; and

**WHEREAS** the current Board of Trustees is in the final year of its term.

**THEREFORE, BE IT RESOLVED** that the Finance & Facilities Committee create a formal Budget Development & Monitoring Process document for Board consideration and approval.