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Item No. 10.1.5
Halifax Regional Council
January 24, 2012

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY: Original signed
Richard Butts, Chief Administrative Officer

Original signed
Mike Labrecque, Deputy Chief Administrative Officer

DATE: January 19, 2012

SUBJECT: Process Information, RFP 11-039, St. Patrick's Alexandra School, 2277
Maitland Street, Halifax

SUPPLEMENTARY INFORMATION REPORT

ORIGIN

This report originates from:

1. December 13, 2011 Motion authorizing the Mayor and Municipal Clerk to enter into an Agreement of Purchase, subject to Report dated November 21, 2011 and the Confidential Information Report dated November 21, 2011.
2. January 10, 2011 Motion, that the Halifax Regional Council decision of December 13, 2011 be rescinded and the matter referred to staff for a report that responds to Councillors concerns and questions about the process of the disposal of the property.

BACKGROUND

The Halifax Regional School Board identified St. Pat's Alexandra School (SPAS) as a closure candidate in 2008. The Board approved the school surplus in March 2009 and initiated its closure process and advised HRM. The Municipality received vacant possession on September 1, 2011.

Through 2011/12 business planning SPAS was identified as an operational pressure and an asset that was not required for expanded municipal services or program delivery. It was determined by staff that there was sufficient space within a reasonable distance for programs and services falling under the municipal mandate. These locations include Citadel High School, George Dixon, Needham Center and the Pavilion (Commons). The facilities provide use of gyms, meeting spaces and program space. In addition, other potential uses for the space fall under social services, which are not a Municipal mandate, but rather a Provincial mandate. Therefore the approved 2011/12 Budget did not provide for funding for additional services or program delivery at this location. The subject property was subsequently reviewed and offered through proposal call to for profit and not for profit interests in 2011.

Halifax Regional Council approved the award of the sale on December 13, 2011 and subsequently rescinded that motion on January 10, 2011 to review the disposal process.

Report Organization

This report is organized with the project time line, past school property disposal projects and the staff responses to Councillor Sloane's questions, submitted on January 10, 2011, as attachments to the report.

The Discussion Section of this report provides a general review of the 2000 Procedures for the Disposal of Surplus Schools against the current and past practice for the disposal of such properties and puts forward options for Council with respect to how it wishes to deal with the procedural departures when considering RFP 11-039. The Procedures for the Disposal of Surplus Schools should be reconsidered as it is dated and somewhat ambiguous. However the specific focus of this report is to assist Council in addressing the properties being considered under RFP 11-039.

DISCUSSION

The Municipality introduced Policy and Procedures for the Disposal of Surplus Schools in September 2000 to manage the relationship and transition of municipally owned school sites upon transfer from the Halifax Regional School Board. This would not include former school properties that have been retained and converted to municipal recreation or community centers following school closures.

The objectives of the procedures were to; enhance interdepartmental cooperation and utilize available expertise within the organization; define responsibilities of each Business Unit; reduce interim holding costs and associated liability risk; enhance revenues from sale of properties in a

timely manner; and achieve best value for in kind property donations or accommodations to community organizations.

Since 2000 the disposal process for approximately sixteen (16) former school properties has been managed in a consistent manner or practice; however the practice has not adhered, in full, to the Procedures for the Disposal of Surplus Schools adopted in 2000.

Departure from Procedures for the Disposal of Surplus Schools

The current and past business practice provided for the joint solicitation of both not-for-profit and profit proposals through a public proposal process. These proposals were subsequently evaluated and a recommendation forwarded to Council.

The Procedures for the Disposal of Surplus Schools indicates, after the property is deemed surplus to municipal requirements subject to Council's approval, Community Grants and Partnering Program staff shall first review not for profits proposals. If there was a feasible, not for profit proposal, that proposal would be brought forward to Council for consideration. If not, the property would proceed to market with Council's approval.

The 2000 Procedures for the Disposal of Surplus Schools adopted in 2000 specifically sets out that:

7 a.) the Community Grants and Partnering Program shall advise all such community groups that they are required to submit a written proposal within 90 days, setting out the composition of the group, its purpose and management structure including office-bearers, the nature of the activities proposed, a financial statement, a business plan for the first five years, and a clear statement of the terms they are prepared to offer for the purchase or lease of the property; and

7 b.) The Community Grants and Partnering Program shall evaluate all submissions and assess their viability. Any submission that is deemed feasible and meets HRM's fiscal goals for the accommodation of community programs shall be carried forward as a recommendation to Executive Management and Council.

8.) In the event that no proposals are received from community groups or grant applicants, or that any proposals which are received are not supported by CGPP, CRES shall take steps to put the property on the market, subject to Council's approval.

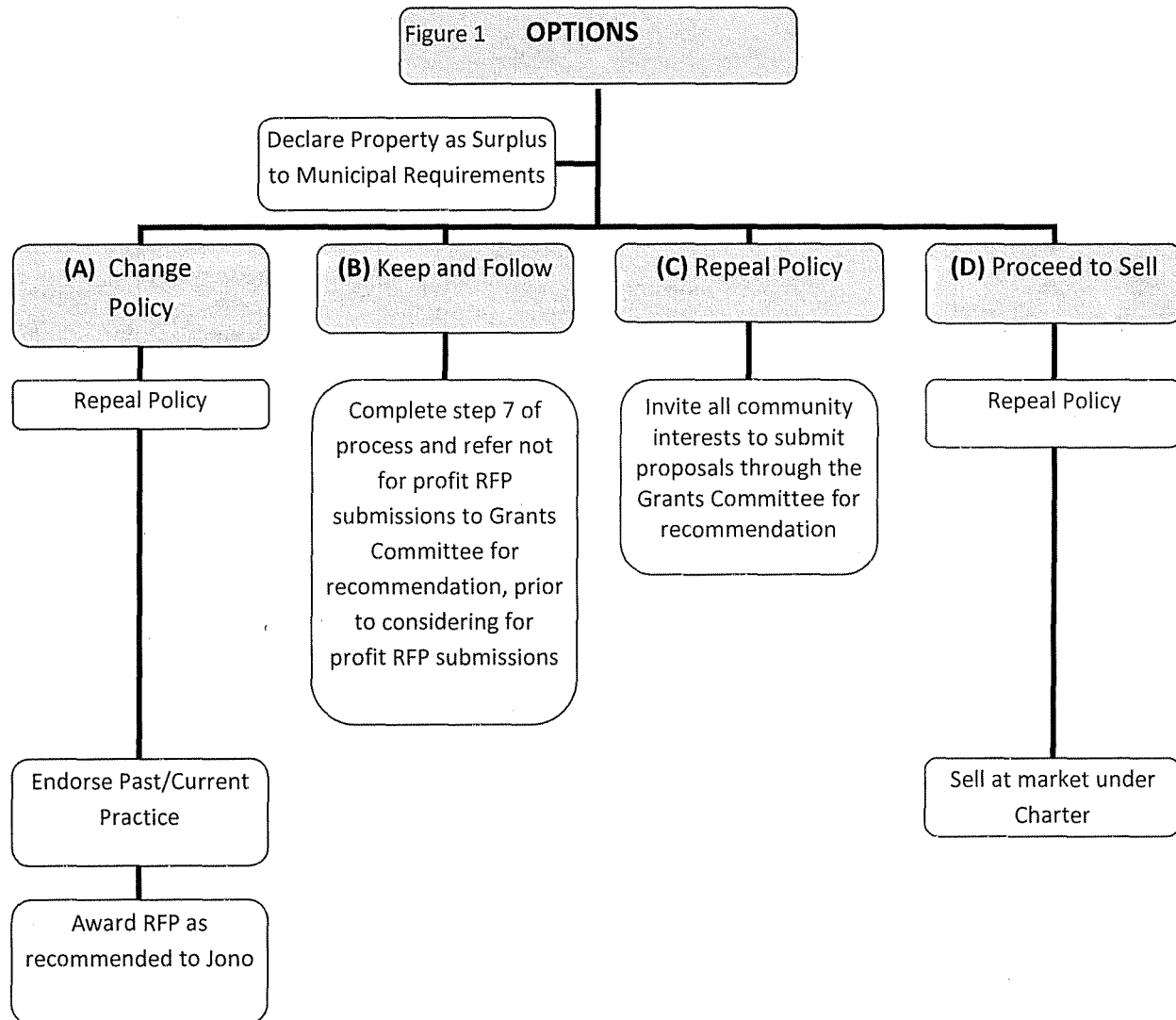
This gap between Procedures for the Disposal of Surplus Schools and general practice has led to a level of dissatisfaction with respect to the process.

Legal Considerations

See Confidential Information Report dated January 19, 2012

Options for Council:

Council can choose to proceed with the original recommendation of December 13, 2011 which would require exercising of Option A below, or Council may consider one of the remaining options as set out in Figure 1 below:



Option A: approve the property as surplus to municipal requirements, authorize the repeal of the 2000 Policy and endorse and substitute the current practice as policy and proceed with the December 13, 2011 Motion authorizing the Mayor and Municipal Clerk to enter into an Agreement of Purchase and Sale with the highest scoring proponent of RFP 11-039, Sale of 2277 Maitland Street to Jono Developments Limited Partnership.

Option B: approve the property as surplus to municipal requirements and adhere to the 2000 Policy directing Community Grants and Partnering Program staff to forward a recommendation report to Executive Management and Council outlining the evaluation of the not for profit

submissions received through RFP 11-039 for decision prior to considering the market proposals received for the property.

Option C: approve the property as surplus to municipal requirements, authorize the repeal of the 2000 Policy and then invite all interested community organizations to submit proposals through the Grants Committee for recommendation.

Option D: approve the property as surplus to municipal requirements, authorize the repeal of the 2000 Policy and move to a decision to sell the property at market value. This is an exercise of executive power under the Charter and in compliance with the Charter provisions.

Implications to Gordon Bell and West Chezzetcook properties included in RFP 11-039

RFP 11-039 included three property opportunities, the subject along with the Former Gordon Bell Annex in Cole Harbour and the former West Chezzetcook School. The approach to these files will be directly impacted and managed by the decision selected by Council above.

BUDGET IMPLICATIONS

The probable development of the site, at completion, could have an estimated construction value of \$80,000,000 to \$100,000,000 and provide densification and household formation, community amenities and services, business and retail additions on the peninsula.

The following summarizes financial implications and outcomes for the development of the site versus the retention and occupancy of the building as a community facility.

Property Sale and Redevelopment

	One Time	Reoccurring
Proceeds from Market Sale	See November 21, 2011 Confidential Report	
Est. Probable Development/Construction Value	\$100,000,000	
Est. Annual Municipal Taxes at build out		\$1,600,000 to \$2,000,000
Operating Budget Savings		\$200,000 ⁽¹⁾
Capital Cost Avoidance	\$7,100,000 ⁽²⁾	

Status Quo with Occupancy (building operations only, excludes cost of programming and services)

	One Time	Reoccurring
Est. Building Operating Costs with occupancy (Note 1)		\$636,000 ⁽³⁾
Recapitalization Requirements to bring building up to sustainable standard for 20 year life (Note 2)	\$7,100,000	
1. Fuel, water and electricity (2009 actuals \$196,000). 2. Amount of investment required to bring the building up to and maintain to a reasonable public (school) building standard. 2008 HRSB report \$6,464,212 escalated at 3% per annum, \$7,063,619 rounded to \$7,100,000 (2011 dollars). This amount could be less or more subject to final proposed use and occupancy. 3. Based on \$6.00 per square foot operating and maintenance costs for occupied building		

Net proceeds from the sale of the property are credited to the Sale of Land Reserve account Q101. Funding from Q121 is aligned with the municipal capital and services priorities as

approved by Regional Council and lessens the reliance of municipal debt. Ten percent (10%) of the net proceeds of sale are directed to the Cultural Development Reserve Q312.

FINANCIAL MANAGEMENT POLICIES/BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Project and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Project and Operating reserves, as well as any relevant legislation.

COMMUNITY ENGAGEMENT

The RFP was publicly advertised and open to all not for profit community proponents and for profit/commercial proponents. The was advertised on an "as is" basis and redevelopment is subject to further public consultation as directed by Regional Council through the initiation process to amend the Municipal Planning Strategy.

ALTERNATIVES

Option A: approve the property as surplus to municipal requirements, authorize the repeal of the 2000 Policy and endorse and substitute the current practice as policy and proceed with the December 13, 2011 Motion authorizing the Mayor and Municipal Clerk to enter into an Agreement of Purchase and Sale with the highest scoring proponent of RFP 11-039, Sale of 2277 Maitland Street to Jono Developments Limited Partnership.

Option B: approve the property as surplus to municipal requirements and adhere to the 2000 Policy directing Community Grants and Partnering Program staff to forward a recommendation report to Executive Management and Council outlining the evaluation of the not for profit submissions received through RFP 11-039 for decision prior to considering the market proposals received for the property.

Option C: approve the property as surplus to municipal requirements, authorize the repeal of the 2000 Policy and then invite all interested community organizations to submit proposals through the Grants Committee for recommendation.

Option D: approve the property as surplus to municipal requirements, authorize the repeal of the 2000 Policy and move to a decision to sell the property at market value. This is an exercise of executive power under the Charter and in compliance with the Charter provisions.

ATTACHMENTS

Attachment 1 Project Time Line/Key Dates

Attachment 2 Former Project Files

Attachment 3 Staff Responses to Councillor Sloane's Questions

Attachment 4 Summary of Procedures for the Disposal of Surplus Schools

If the report is released to the public, a copy can be obtained by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

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Kirby Grant, Senior Solicitor, Legal Services

Original signed

Report Approved by: Phil Townsend, Director, Planning & Infrastructure. 490-7166

Project Time Line/Key Dates

Date	Activity/Action
March 2008	Halifax Regional School Board (HRSB) adds school to its school closure (public) process
March 2009	HRSB approves motion formally declaring it surplus to HRSB requirements
October 7, 2010	Councillor Sloane advised of tentative transfer date and planned RFP process for 2011
November 5, 2010	Letter from HRSB Operations advising of preferred/proposed transfer dates, letter distributed to SMT/EMT
November 2010 – February 2011	Building assessment, valuation and review. Approved Business Plan and 2011/2012 Operating and Capital Budget did not include new services or program growth related to the subject property. TPW allocated minimal operating capacity for interim hold, vacant building holding costs identified corporately and to Regional Council as a budget pressure by TPW.
December 1, 2010	Letter to Mic Mac Friendship center on RFP process and pending RFP (copies To A/CAO and Councillor Dawn Sloane)
June 28, 2011	RFP issued/HRM Website RFP 11-039 included three property offerings; St. Pats; Gordon Bell Annex; and West Chezzetcook
July 6, 2011	Public RFP Advertisement – Chronicle Herald
July 9, 2011	Public RFP Advertisement – Chronicle Herald
July 13, 2011	Public RFP Advertisement – Chronicle Herald
July 16, 2011	Public RFP Advertisement – Chronicle Herald
July 20, 2011	Pre-submission meeting building tour was held and open to all proponents
August 12, 2011	Addendum issued to August 26, 2011 to allow for receipt of environmental information on West Chezzetcook School
August 26, 2011	RFP closed
November 25, 2011	Councillors Watts, Sloane and Blumenthal were briefed on RFP outcome and staff recommendation of award to Jono Developments Limited Partnership.
December 13, 2011	RFP award to highest scoring proponent approved by Council
January 10, 2012	Motion approved to rescind the decision of December 13, 2011 with respect to the award

Former Project Files

TABLE 1

Year	Activity/Report	Description	Comments
2001	Request for Expression of Interest	C.A. Beckett Elementary School, Halifax Boutilier's Point Elementary School, Boutilier's Point Holly Drive Elementary School, Spryfield St. Margaret's Bay School, Head of St. Margaret's Bay Tallahassee Primary School, Eastern Passage Windsor Junction Elementary School, Windsor Junction	Open to not for profit and for profit interests Sold at market
2002	Request for Expression of Interest	Notting Park School, 182 Wyse Road, Dartmouth	Open to not for profit and for profit interests Sold at market
2003	Request for Expression of Interest	Mary Lawson Elementary School, 2 Valleyford Avenue	Open to not for profit and for profit interests Sold at market
2003	Request for Proposal	Glen Moir, Bedford	Open to not for profit and for profit interests Sold at market
2003/4	Request for Proposal	Halifax West, Dutch Village Road	Outside of 2000 procedure, proceeds aligned to capital project Sold at market
2005	Request for Expression of Interest	1 Theakston Lane, Spryfield, former B.C. Silver School	Open to not for profit and for profit interests Sold at market
2007	Property Sale	QEHS, Robie Street, Halifax	Outside of 2000 procedure, inter-governmental exchange Sold at market
2009	Request for Expression of Interest	<i>Musquodoboit Harbour Elementary School, 7962 Highway No. 7, Musq Harbour</i> Jeddore-Lakeville Elementary School, 47 East Jeddore Road, Oyster Pond Harbourside Elementary School, 2743 Clam Hrb Road, Owls Head	Open to not for profit and for profit interests 2 of 3 Sold at market
2011	Request for Proposal	St. Pat's Alexandra, Maitland Street, Halifax	Open to not for profit and for profit interests Decision pending
2012	Request for Proposal (recommendation pending)	Gordon Bell Annex, Cole Harbour	Open to not for profit and for profit interests

2012	Request for Proposal (recommendation pending)	West Chezzetcook Elementary School	Open to not for profit and for profit interests
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Table 1 above summarizes the 18 primary school disposal files managed through the same review and disposal practice over the past decade, unless otherwise noted. A further 19 former school properties have been managed prior to, or outside of the applied practice as either unsolicited considerations or sale of the asset to the long term tenant. The latter usually stemmed from long term leases entered into by former municipal units whereby the tenant made significant capital investments in the municipal asset. A high level breakdown of the numbers is provided below in Table 2.

Table 2

Type of Sale	Number of Properties	Notes
Less than Market Value Sales to a Non-Profit Organization	7	5 of 7 Unsolicited Requests
Market Value Sales	30	5 Unsolicited Requests 12 of 30 purchased by Not for Profit Organizations at Market Value

Questions Submitted to the Municipal Clerk by Councillor Sloane January 12, 2012 regarding the Disposal of Saint Patrick’s Alexander School

Question	Response
<p>1) Who decided the process for which Saint Patrick’s A School would be disposed?</p>	<p>The process for the disposal of the former St. Patrick’s Alexandra is consistent with the Municipality’s past practice for such disposals. A review of reports to Regional Council indicate that public meetings have not been convened as part of regular practise but public input has been received through either (a) a public hearing as required for a less than market value sale, or (b) a development agreement hearing. The inclusion of an elected representative or Community Council in determination of a selection process (unsolicited request, EOI, or RFP) has not been part of regular practise. However, in the case of surplus schools the district councillor and/or Community Council are briefed on staff’s recommendation prior to the submission of the formal report to Regional Council.</p>
<p>2) When was the process decided?</p>	<p>The process applied in practice has become the generally established approach for the past 10 years.</p>
<p>3) Why wasn’t the Councillor for the area included on this decision?</p>	<p>The Area Councillor was advised on October 2010 of tentative transfer dates from HRSB and the planned RFP process to solicit community and development interest in the property. Local Councillors were briefed November 25, 2011 on RFP outcome and pending staff recommendation of award to Jono Developments Limited Partnership.</p>
<p>4) Why was Rev. Britton’s letter to the Mayor not followed up on?</p>	<p>Members of the RFP staff review team are not in receipt of a letter from Rev. Britton to Mayor Kelly April 10, 2010, nor was this correspondence included in the Richard Preston Centre for Excellence proposal.</p>
<p>5) Why wasn’t the recommendation of the Peninsula Community Council addressed?</p>	<p>The recommendation was reviewed by staff; the staff interpretation was that the use of a CDD approach was the preferred planning tool by PCC but not a prerequisite of sale. Communication of the above by staff through an information report to PCC prior to the RC report should have been done to provide better clarity around this issue. Council, through the December 13, 2011 report, was advised that the Pat’s Alexandra property is being conveyed as is and as zoned. Due to the existing designation and zoning, any proposal to redevelop the aforementioned site into a mixed use residential and commercial project would require a planning application process whereby a CDD process or option could be reviewed. Two options (processes) remain available to Council in its consideration of such a proposal:</p> <ul style="list-style-type: none"> (1) A combination of a municipal planning strategy (MPS) and land use by-law (LUB) amendment process, or (2) A combination of a MPS amendment/development agreement process.

	<p>Of the two options listed above, both of which have a public consultation component, staff would most likely recommend the second option to Council, as it would afford a higher level of control over the final product. An application would first require initiation by Regional Council to amend the Municipal Planning Strategy prior to it being forwarded for public consultation.</p>
<p>6) This was the fastest disposal of property I have ever encountered while being on Council, what was the rationale for such a quick sale?</p>	<p>The property review and disposal process, in this instance, was conducted over a 12-14 month period and is in keeping with the past timelines for such disposal activities based on past practices. The proposed closing date for the transaction, in the short term, is based on the recommendation to Council to move the property from inventory to realize the sale proceeds, property taxes and avoid building holding costs and related risks.</p>
<p>7) HRM assisted the Mic Mac Friendship Centre with a Business Plan, why did the report on the sale of the property not include this detail?</p>	<p>HRM staff did not provide direct assistance to the MMNFC with the development of a business plan in relation to the St. Patrick's/Alexandra School site. Funding under the Community Grants Program has been provided for the following:</p> <ul style="list-style-type: none"> 2004 - \$5,000 project grant towards architectural fees for a building condition assessment. 2005 - \$5,000 towards consulting fees for facility needs assessment. <u>Organizational Needs and Spatial Analysis</u> completed. 2007- \$25,000 towards consulting fees to assess the feasibility and design of proposed new Centre. Specifically, "...a plan study, fundraising study and architectural design for a new building" (Regional Council, May 7, 2007). The grant application referenced the consultant's report <u>New Building: Next Steps</u> (January, 2007) which set out the need for the development of a business plan (space, site selection, and architectural concept), a fundraising feasibility study, and an architectural design study. <p>The final report <u>Business Plan for Saint Patrick's Alexandra Site</u> (June, 2010) explained the change in project scope as "Subsequent to the delivery of the December 2008 concept plan, and during consultant-led site analysis and selection process, media reports suggested that the Saint Patrick's Alexandra school would be de-commissioned in the near future. Rather than continue with a city-wide site selection process the MMNFC instructed the consultants to investigate suitability and availability of the Saint Patrick's Alexandra site" (p.1). "After several requests for information, the consultants received word in April 2010 that the Halifax Regional School Board intended to end all programming at Saint Patrick's-Alexandra School by September 2011 at which time the property would revert to the Halifax regional Municipality. At this point, the MMNFC directed the consulting team to complete a site-specific business plan for the Saint Patrick's-Alexandra site" (p.2).</p> <p>Technically, the final report submitted by the MMNFC deviated from the original grant submission in terms of scope. Grants staff determined that the MMNFC Board of Directors had elected to direct their efforts to securing one site and as such assumed the associated risks. Further, a verbal request from the MMNFC to circumvent an RFP process and award the site to the association was declined by HRM staff.</p>

	The rationale provided was to ensure equitable access to opportunity to all non-profit and for profit proponents and that any such request should be directed to Regional Council who has the authority to direct staff in the alternative.
8) Why did staff lump Non-Profit and For Profit in the RFP?	Under the general practice, For profit and non-profit proponents, have been invited and evaluated in all general proposal calls (see Attachment 2). The only deviation from this process has been (a) unsolicited requests through the Grants Committee – primarily but not exclusively from long-term tenants and in relation to homelessness initiatives, or (b) school properties considered outside the regular process such as the Queen Elizabeth High School – an inter- governmental agreement and Halifax West as noted on Attachment 2. Further, to encourage the participation of interested non-profit organizations, in addition to notification of an RFP process through the standard HRM Procurement web site an advertisement has been placed in the Municipal Notices section of the Chronicle-Herald (a newspaper circulating throughout the region).
9) With all the development pressure on this area (Gottingen Street, 3 developments), why did staff not call for immediate review of the secondary plan?	<p>The St. Pat's Alexandra property is being conveyed as is and as zoned. Due to the existing designation and zoning, any proposal to redevelop the aforementioned site into a mixed use residential and commercial project would require a planning application. Two options (processes) would be available to Council in its consideration of such a proposal:</p> <p>(1) A combination of a municipal planning strategy (MPS) and land use by-law (LUB) amendment process, or</p> <p>(2) A combination of a MPS amendment/development agreement process.</p> <p>Of the two options listed above, both of which have a public consultation component, staff would most likely recommend the second option to Council, as it would afford a higher level of control over the final product. An application would first require initiation by Regional Council to amend the Municipal Planning Strategy prior to it being forwarded for public consultation.</p>
10) Why did staff invite the North End Community Clinic to submit an "Expression of Interest"?	At a meeting with the MMNFC, to which the proponent invited representatives from the North End Community Clinic, staff advised that it would be highly unlikely that HRM staff would recommend a donation or less than market value sale of the site to the clinic because health and medical services are not within HRM's mandate. This advice was predicated on prior decisions of Regional Council in regards to capital grant requests from the Dartmouth General Hospital and Cobequid Centre (\$500,000 respectively). In the alternative, staff suggested they submit a proposal which could then be relayed to the successful proponent. An expression of interest was also suggested to the Cole Harbour Boys & Girls Club in relation to the former Bell Annex Building given that the club had expressed a desire to access the building but

	could not sustain ownership.
11) Why did staff rate the "Expression of Interest" like a RFP submission?	It should be noted that in all previous instances either a stand alone REOI or RFP process was the basis of the negotiated sale and approval by Council. In no previous instances did an RFP follow as a phase II to any REOI document.
12) Is there a way for which we can temporary re-zone the old building to allow for the developer to fill the vacant building that houses the daycare so he may keep the day care as a tenant?	<p>A daycare is a permitted use under the current zoning. The permitted uses on the site are governed by the Park and Institutional zoning requirements. Permitted uses are as follows:</p> <ul style="list-style-type: none"> -Public Park -Recreation field, sports club, and community facilities -A cemetery -A hospital, school, college, university, monastery, church, library, museum, courts or other institution of a similar type, either private or public -Daycare facility -Uses accessory to any of the above uses.

Summary of Steps Procedures for Disposal of Surplus School (2000)	Practice with St. Pats	Comment
1. On receipt of written notification that a school will be handed over in six months, BMS shall immediately advise Council (by information report).	No	No information report was received, however there are media reports, emails and correspondence (written and verbal) to EMT and Area Councillors
2. Conduct an assessment of the property and arrange for interim operation and maintenance of the building. Advise all Business Unit, Boards and Commissions of HRM and request that any proposals for its future use by a Business Unit either by itself or in collaboration with an outside partner.	Yes	
3. Commission an appraisal of the property by a qualified and independent appraiser	Yes	
4. If a Business Unit intends to make a submission under 2(c), advise Community Grants to respond to any interest that may have been expressed by a local community group for the future use of the school, and advise such groups that HRM is examining the option of retaining the building for its own use.	Yes	
5. Evaluate all submissions from Business Units for the future use of the school property and assess their viability in the light of other possible avenues for meeting these requirements followed by recommendation to Executive Management.	Yes	
6. If no Business Unit intends to make a submission the property will be deemed surplus to HRM's requirements subject to Council approval	No	Surplus to municipal service requirements declared by Administration, reaffirmed in 11/12 Budget approved by Council, no new programs or services funded for this property.
7. On receipt of that information, CGPP will evaluate any interest that may have been expressed by local community groups or grant applicants. Community Grants and Partnering Program (CGPP) shall: advise all such community groups that they are required to submit a written proposal within 90 days a business plan a statement of the terms they are prepared to offer for the purchase or lease of the property; and	No	Community Interests were solicited through an open proposal call. Not for Profit evaluations completed by Community Development and Grants Staff. Evaluation scoring reported on not for profits groups alongside market interests for Council decision.

<p>Evaluate all submissions and assess their viability. Any submission that is deemed feasible and meets HRM’s fiscal goals for the accommodation of community programs shall be carried forward as a recommendation to Executive Management and Council.</p>		
<p>8. In the event that no proposals are received from community groups or grant applicants, or that any proposals which are received are not supported by CGPP, CRES shall take steps to put the property on the market, subject to Council’s approval.</p>	<p>No</p>	<p>Direction to market property made by Administration, sale requires approval by Regional Council</p>
<p>9/10. As an option, and at the determination of the appropriate area Councillor and/or Community Council, HRM staff shall hold a public information meeting.</p>	<p>Yes</p>	<p>Optional step at discretion and request of Councillor or Community Council</p>
<p>11/12. A comprehensive report to Council, with recommendations, giving full background and minutes of the public meeting, if held, will be prepared by the agency having primary responsibility for the option being recommended, in collaboration with other agencies also involved in the process.</p> <p>If Council approval of the arrangements for the reuse, sale or lease of a surplus school property has not been obtained within 12 months of the Municipality first receiving notice from HRSB that the property would be turned over to HRM, reuse of the existing structure will be deemed unfeasible. Subject to Council’s approval, the building will thereupon be demolished, and the site added to the Municipality’s inventory of vacant land.</p>	<p>Yes</p>	