

MINUTES OF A MEETING OF THE FINANCE AND FACILITIES COMMITTEE

Tuesday, September 9, 2025

MS Teams – 8:30 am

Present: D. Stevenson, Trustee (in the Chair); F. Zhu, Trustee; C. Kennedy, Superintendent; J. Leiterman, Secretary-Treasurer; L. Hill, Deputy Superintendent; S. Mascoe, Executive Director HR; J. Thomas, Manager of Facilities; M. Son, Manager of Purchasing & Transportation; S. Duffield, Manager of Finance; T. Buckley, Manager of Communication and Engagement; C. Gabura, guest

Stakeholder Representation:

S. Capier; C. Wigley (WVTA); C. Fota, P. Van Rhyn (WVMEA); K. Hayes (WVAA); M. Yang (DPAC Exec)

1.	<p><u>2026/27 Five-Year Capital Plan – Minor Projects</u></p> <p>Secretary-Treasurer Leiterman provided a review of the minor capital projects that are being presented to the Board for approval, with the intent of seeking funding from the Ministry of Child Care and Education through the 2026/27 Five-Year Capital Plan.</p> <p>Submitted projects fall under three categories: Carbon Neutral Capital Program, Playground Enhancement Project, and School Enhancement Project.</p>
2.	<p><u>Statutory Right of Ways</u></p> <p>Secretary-Treasurer Leiterman reviewed two Statutory Right of Way requests requiring Board approval: one for District of West Vancouver access to sewage and water on the WVSS south campus related to the installation of a new fire hydrant on the property required for the soccer bubble currently under construction, and another from BC Hydro for electrical distribution services on the new Early Childhood Education Centre grounds.</p> <p>Both agreements will be limited to the specific areas identified in site drawings and survey plans and will require Board Bylaws to be passed.</p>
3.	<p><u>2024/25 Financial Statements</u></p> <p>Secretary-Treasurer Leiterman provided an overview of the Financial Statements for the year ended June 30, 2025, summarizing financial results in each of the three funds: Capital, Special Purpose, and Operating. She noted that careful planning and spending</p>

Committee members: Dave Stevenson, Felicia Zhu



	<p>by the district resulted in a modest surplus in the operating fund that will help safeguard future operations.</p> <p>Looking ahead, the district faces challenges with static enrolment, inflation, ongoing technology investment without direct funding, and static MOECC funding in challenging economic times.</p>
4.	<p><u>2025/26 Multi-Year Financial Plan</u></p> <p>In accordance with MoECC requirements, West Vancouver Schools prepares multi-year financial plans to support transparency, professionalism, and sustainability. The Plan aligns with the Board's strategic priorities and enables proactive steps to secure long-term stability.</p> <p>Key assumptions include static local enrolment, declining international enrolment, growth in unique and ELL students, status quo MoECC funding and funded salary lifts, no reserve appropriation for technology, and 2% inflation.</p>
5.	<p>Adjourn</p> <p>9:33 am</p>

Julia Leiterman, Secretary Treasurer