



MINUTES OF A MEETING OF THE FINANCE AND FACILITIES COMMITTEE

ONLINE

DATE: June 9, 2026

TIME: 8:30 am – 9:30 am

Present: D. Stevenson, Trustee (in the Chair); F. Zhu, Trustee; J. Leiterman, Secretary-Treasurer; R. Street, Director of Facilities; C. Kennedy, Superintendent; L. Hill, Deputy Superintendent; K. Johnson, Director of Finance; S. Duffield, Manager of Finance; M. Son, Manager of Purchasing and Transportation; S. Mascoe, Executive Director of HR; T. Buckley, Manager of Communication and Engagement, Carolyn Broady, Nicole Brown, Sheelah Donahue (trustees)

Stakeholder Representation:

S. Capiere, C. Wigley, (WVTA); P. Van Rhyn (WVMEA); T. Kolkea (WVAA); M. Yang (DPAC Exec)

1) EARLY CHILDHOOD EDUCATION CENTRE CONSTRUCTION UPDATE

Director of Facilities Russell Street provided an update on the ECEC, noting the facility has received an occupancy permit and is now open. Final construction items are being completed, with only minor deficiencies remaining. The project is on track to be completed within budget, including contingency.

2) WVFC INDOOR BUBBLE UPDATE

The update noted that construction is progressing towards summer completion. Final work is focused on securing hydro and drainage connections, after which the structure will be inflated, turf installed, and the site completed in preparation for an August opening.

3) 5 YEAR CAPITAL PLAN

An overview of the 2027/28 five-year capital plan submission was provided, outlining continued priorities for major capital submissions, including seismic upgrades and capacity expansion at Sentinel Secondary, as well as the long-term planning for a future elementary school to support growth in the Cypress Village area.

An update was also provided on minor capital planning, outlining key ministry programs and priority submissions focused on sustaining and upgrading district facilities, including building envelope and HVAC improvements, accessibility enhancements, and renewal work across schools, with continued efforts to address aging infrastructure, improve energy efficiency, and support future planning needs.

4) BICS JOINT USE AGREEMENT

The Bowen Island Community School joint use agreement was discussed, noting it has been streamlined into a simple operational arrangement that clarifies shared use, responsibilities, and costs. The update highlighted a positive and collaborative relationship with the municipality, with clear alignment on facility use and future improvements.

5) PURCHASING CARDS

An update was provided on purchasing cards, highlighting increased use across the district and the successful transition to a streamlined digital approval process. The program generated a rebate of \$33,500 this year, reflecting strong participation and resulting in funds being returned to support school and classroom needs.

6) 2026/27 PRELIMINARY ANNUAL BUDGET

Secretary-Treasurer Leiterman provided an overview of the preliminary budget, outlining updated enrollment projections and full cost estimates aligned with district priorities and strategic goals. Capital updates include ongoing facility improvements and the full transition of the Early Childhood Education Centre into operations.

The operating budget reflects a projected structural deficit due to declining enrollment and rising costs, particularly in salaries and benefits, with the shortfall to be managed through the use of surplus. The outlook remains fluid, with ongoing monitoring and adjustments anticipated as more information becomes available.
