



## MINUTES OF A MEETING OF THE FINANCE & FACILITIES COMMITTEE

April 13, 2021

MS Teams - 8:30 a.m.

Present: D. Stevenson (in the Chair); N. Brown, Board Vice Chair; L. Block, Trustee; S. Donahue, Trustee; J. Leiterman, Secretary Treasurer; C. Kennedy, Superintendent; S. Nosek, Associate Superintendent; D. Nelson, Director of Instruction; K. Johnson, Assistant Secretary Treasurer; F. De Dios, Director of Facilities; D. Eliasov, Manager of Facilities; J. Brown, Manager of Finance & Purchasing; S. Duffield, Manager of Finance & Transportation

Stakeholder Representation: R. Willock, S. Capier (WVTA); B. Scott (WVMEA); S. Slater; M. Finch (WVAA); K. Richter (DPAC)

### **1. Spring Break Facilities Work Recap**

*Florencio De Dios*

Over spring break the Facilities department undertook a number of projects to maintain and enhance the school sites such as deep cleaning, painting, asphalt repaving and roof drain repairs. Cosmetic projects such as blind replacements and locker removals were also completed. 47 additional plexiglass safety barriers were built, and all sites now have the MERV-13 filters installed.

### **2. Village of Lions Bay Parking Proposal**

*Julia Leiterman*

The Village of Lions Bay has submitted a proposal to the school district that would help address parking issues within their community. The proposal includes shoulder widening and signage updates as well as designating the Lions Bay Community School's parking lot as paid parking during non-school hours. The Village would administer all patrol and enforcement activities related to paid parking and would split parking revenue from the school parking lot on a 50-50 basis with the district. More information will be shared as the project develops.

### **3. Childcare BC New Spaces Fund**

*Julia Leiterman*

In early 2020, the district was offered a grant from the Childcare BC New Spaces Fund to build a new structure at West Vancouver Secondary that would offer early morning childcare to West Vancouver school district and municipal staff. The grant was \$200k short of the building costs and due to the unknown effects that COVID-19 would have

Committee members Dave Stevenson and Lynne Block

on budgets, the district could not commit to funding the shortfall. The funding stream has since closed. The district will reapply if there is another opportunity in the future.

**4. District Playground Grant**

*Julia Leiterman*

In a recent decision by the Board, the scope of projects that the District Playground Grant can be used for has been expanded to include outdoor learning spaces.

Playgrounds will still take priority, but in years where no playground applications are submitted, outdoor classroom plans will be considered. Rockridge will be awarded the 2020/21 grant for their outdoor classroom project.

**5. 2021/22 5-Year-Capital Plan Award**

*Julia Leiterman & Florencio De Dios*

It was recently announced that under the school enhancement program portion of the 5-Year Capital Plan Awards, the district has been awarded a grant of \$1m which will contribute to West Bay's building envelope upgrade. The grant will cover the first phase of the two-year, two-phase project. An application for funding for the second phase will be submitted next year. Other 5-year capital plan notifications will be announced in the coming weeks.

**6. Release of 2020/21 Operating Grant Holdback**

*Julia Leiterman*

The district will receive a total of \$68,689 which was a holdback of the 2020/21 Operating Grant. This year the funds are targeted and must be used to address some of the learning impacts of the COVID-19 pandemic. Directors of Instruction Hill and Shortall will administer the funds, which will be used to invest in common assessment materials, digital resources and special education resources. Reporting on how the funds are used will be required by July 31st.

**7. 2021/22 Preliminary Budget Revenue**

*Julia Leiterman*

The timeline of the Annual Budget Planning Cycle and the estimated 2021/22 revenues were reviewed. Changes resulting from the Ministry moving the final year of teacher labour settlement costs into the operating block and raising per/student funding amounts were discussed, as well as continued reductions in both locally generated and international student revenue. It is estimated at this time that total revenue will be very close to 2020/21 levels, unless local enrolment increases over the late spring and summer. It was also noted that at this time the current year results are tracking better than forecast and the district may finish the year in a surplus position.

8. Adjourn

9:22 a.m.

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Julia Leiterman, Secretary Treasurer

Committee members Dave Stevenson and Lynne Block