

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

**FINANCE & FACILITIES COMMITTEE MEETING**

**Tuesday, June 7, 2022**

**8:30– 9:30 A.M.**

**ON-LINE VIA MS TEAMS**

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Present: L. Block (in the Chair), Trustee; C. Broady, Chair; N. Brown, Trustee; S. Donahue, Trustee; C. Kennedy, Superintendent; J. Leiterman, Secretary Treasurer; K. Johnson, Assistant Secretary Treasurer; F. De Dios, Director of Facilities; D. Eliasov, Manager of Facilities; M. Son, Manager of Purchasing & Transportation, Director of Human Resources, S. Mascoe

Stakeholder Representation: S. Capier (WVTA); S. Slater (WVAA); K. Richter (DPAC); C. Fota; P. Van Rhyn (WVMEA)

**1. Carbon Neutral reporting**

Director of Facilities De Dios our 2021/22 Carbon Neutral Report filed with the Ministry, highlighting projects that have become carbon neutral, and those sites or projects still needing updating. He noted that there will be steep increases in carbon tax rates beginning in 2022/23, and he is exploring various options to reduce our carbon footprint, which may include Solar Power Panels, Biomass Heating using woodchips, and installing UV-C Disinfection systems.

**2. 2023/24 Five Year Capital Plan**

Director of Facilities De Dios shared that Sentinel Secondary is our only remaining site with seismic issues under the current seismic building code, and thus remains as a major capital project funding request on our five-year capital plan. Minor capital project applications will be made in September.

**3. 2022/23 Preliminary Annual Budget**

Secretary Treasurer Leiterman presented the 2022-2023 Preliminary Annual budget and noted:

1. Current year draw on surplus estimated to be reduced by close to \$1m (\$844k)
2. 22/23 Operating revenue estimated to remain the same as current year, with improved local enrolment offset by a decline in Int'l enrolment
3. 22/23 Operating expenses estimated to remain close to the current year, with savings offset by inflation and other increases
4. Estimated net draw on reserves in 2022/23 is \$1.2m less than current year, due to reduction in transfers to the capital fund for IT infrastructure upgrades
5. Estimated that less than \$200,000 will remain in reserves at the end of 22/23 to cover future years
6. Cost reduction conversations will take place in the fall, once actual enrolment numbers and salary costs are known

**4. Adjourn**

**9:42**