



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

**Tuesday, December 13, 2022**

**MS Teams - 8:30 a.m.**

**Present:** D. Stevenson (in the Chair), Trustee; N. Brown, Vice Chair; L. Block, F. Zhu, Trustees; 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, S. Duffield, Manager of Finance

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

### **1. Chartwell Water Leak**

Secretary-Treasurer Leiterman spoke about the Chartwell water leak on October 14<sup>th</sup> that rendered many systems inoperable. The facilities team were outstanding in their response, and students were able to return to school on Monday with no major interruption, with the site fully operational by Friday. The cause of the flood and insurance responsibility is being investigated.

### **2. Ventilation Update**

The Secretary-Treasurer addressed the ventilation systems in schools, noting that with the completion of two summer SEP projects at all WVS are now equipped with HVAC systems.

Director of Facilities Florencio De Dios shared a presentation which addressed the recent ventilation audit conducted by an external mechanical system engineering firm. While the audit identified some minor shortcomings that Facilities is now addressing, overall, the district is in compliance with ASHREA best practices, and all systems are operating as expected.

### **3. Review of Capital Projects**

Director of Facilities Florencio De Dios reported that the three minor capital projects receiving funding under the 2022/23 5 Year Capital Plan: Caulfeild Elementary's and Eagle Harbour Montessori School's ventilation systems (HVAC), and Cedardale's boiler renewal, are now complete.

### **3. Long-term IT Planning**

Secretary-Treasurer Leiterman addressed the district's long-term IT plan and shared a spreadsheet that identified and prioritized the IT departments needs and budget over the next five years.

West Vancouver Schools was an early leader in providing technology in schools, but with increased demand for our systems and technological advances, the district is now in need of upgrading. As there is currently no dedicated Ministry funding for these costs, they will continue to put a strain on our operating budget and annual facilities grant.

### **4. Adjourn**

**9:07**