

**BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 78 (FRASER-CASCADE)**

**MINUTES OF THE OPERATIONS & FACILITIES COMMITTEE MEETING  
February 25, 2020**

**PRESENT:**

**Board Representatives:**

John Koopman	Trustee	Chair
Linda Kerr	Trustee	Trustee

**Committee Representatives:**

Lynne Marvell	President	FCTA
Karl Koslowsky	Vice Principal	FCPVPA
Brad Bourel	Maintenance	
Gord Kearns	Acting President	CMAWBC
Peter Flynn	Vice Principal	FCPVPA
Diana Savoie	AEC	

**District Staff:**

Karen Nelson	Superintendent
Kevin Bird	Assistant Superintendent
Jenny Veenbaas	Assistant Secretary Treasurer
Doug Templeton	Director of Facilities & Transportation
Laurie Bjorge	Recording Secretary

**Regrets:**

Marilyn Warren	Trustee	Trustee
Wendy Clark	Parent Rep	
Leanne Bowcott	AEC	
Natalie Lowe	Secretary-Treasurer	

**1. Call to Order**

The meeting was called to order by the Chair 4:34 p.m. in the boardroom of the District Education Office. It was acknowledged that the meeting was being held on the shared territory of the Chawathil people.

**2. Approval of Agenda**

**SAVOIE/FLYNN**

THAT the agenda of the Operations and Facilities Committee meeting for February 25, 2020, be approved.

**CARRIED**

**3. Approval of Previous Minutes – January 14, 2020****KOSLOWSKY/KERR**

THAT the minutes of the Operations and Facilities Committee meeting held on January 14, 2020 be approved.

**CARRIED**

**4. School Enhancement Projects**

The Director of Facilities and Transportation reviewed upcoming projects. Three boiler replacements will take place at Silver Creek Elementary, Hope Secondary, and Coquihalla Elementary. The current boilers are about 60% efficient and will be replaced by 97% efficient boilers. The engineering for the projects has been done, and equipment ordered already so that the work can commence as soon as school is out for the summer. The current year's projects are completed.

**5. Carbon Neutral**

The Director of Facilities and Transportation gave an overview of CNCP. Approximately \$250,000 worth of district projects have been covered by carbon neutral money. The Director of Facilities and Transportation discussed the use of electric buses in the future. The operating costs are substantially reduced but there is a high capital cost. The mileage range would work for this district, however, the diesel engine for heat may not be the best option.

**6. Annual Facilities Grant Plan**

The Director of Facilities and Transportation reported that the AFG projects are mostly completed. The five year plan is in its last year. Currently, the budget is being created for work to be done at Silver Creek Elementary. Exterior paint, office and library renovations, and floor replacement is requested. The majority of the work will be completed this summer.

Minor renovation work will be done at the maintenance building. Electrical work will be done at TREC, as well as renovation to exit door area to keep out random people using the area to camp.

Maintenance is looking to install a water reservoir system in Boston Bar to help with the field irrigation. The top priority for next year is to provide a fire suppression system for the school.

**7. Refuse collection bylaw – FVRD**

The Director of Facilities and Transportation reported on the change that will happen regarding refuse collection within the schools according to the municipalities' bylaws. There won't be any collection within the classrooms anymore; containers will be in the hallways. Maintenance is gathering information as to what is working well within other districts. Information will go out to administrators.

**8. Snow Removal**

The Director of Facilities and Transportation reported on the success of the district's snow removal system with the acquired equipment. Still working on efficiencies so that staff are able

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to handle a snow event within a couple hours.

**9. Educational Facility Managers Association Conference – Staff Participation**

The Director of Facilities and Transportation provided information regarding the annual conference to be held June 1-5, 2020 in Penticton. Four or five staff members will be attending. This is a good opportunity for staff to gather information from other districts and ministry staff.

**10. Questions**

Principal Flynn asked for clarification how schools are being charged for some maintenance issues. The Director of Facilities and Transportation clarified the role of the maintenance department, and what projects or jobs are covered and what is billed to the schools. Other than AFG or SEP projects, maintenance does not repair site based or program equipment if it is not required. Any improvement is not necessarily a maintenance item. A letter had been sent to administrators explaining what maintenance will cover and what costs the schools must cover.

Maintenance will inspect playgrounds; repairs are done by the school, unless damaged by vandalism. Installation of playground equipment is done by joint venture with maintenance and the school simply because schools do not have enough money to do it on their own.

Principal Flynn brought forward concerns about the Coquihalla Elementary field and potential dangers due to condition of field. Maintenance inspected the field in the fall, and are aware of the issues. The field maintenance crew will be out in Spring to roll the fields.

**Next Meeting**

**Date: May 5, 2020**

**Location: District Education Office**

**Adjournment**

**Kerr/**

THAT the meeting be adjourned.

**CARRIED**

The meeting adjourned at 5:36p.m.