

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

**MINUTES OF THE OPERATIONS & FACILITIES COMMITTEE MEETING
May 5, 2020
Via Zoom Video Conference**

PRESENT:

Board Representatives:

John Koopman	Trustee	Chair
Linda Kerr	Trustee	Trustee

Committee Representatives:

Lynne Marvell	President	FCTA
Karl Koslowsky	Vice Principal	FCPVPA
Gord Kearns	CMAWBC	
Diana Savoie	AEC	

District Staff:

Karen Nelson	Superintendent
Natalie Lowe	Secretary-Treasurer
Doug Templeton	Director of Facilities & Transportation
Laurie Bjorge	Recording Secretary

Regrets:

Jenny Veenbaas	Assistant Secretary Treasurer	
Kevin Bird	Assistant Superintendent	
Marilyn Warren	Trustee	Trustee
Peter Flynn	Vice Principal	FCPVPA
Wendy Clark	Parent Rep	
Leanne Bowcott	AEC	
Brad Bourel	Maintenance	

1. Call to Order and Acknowledgement of Indigenous Territory

The meeting was called to order by Trustee Koopman at 4:32 p.m. via Zoom video conference. The chair opened by acknowledging that the meeting was being held on the shared territory of the Chawathil people.

2. Approval of Agenda

KERR/KOSLOWSKY

THAT the agenda of the Operations and Facilities Committee meeting for May 5, 2020, be approved.

CARRIED

3. Approval of Previous Minutes – February 25, 2020

KERR/KEARNS

THAT the minutes of the Operations and Facilities Committee meeting held on February 25, 2020 be approved as presented.

CARRIED

4. Covid-19

The Director of Facilities & Transportation reported on how the departments were coming along with the changes brought about by Covid-19 pandemic. The custodians are adjusting well to their shift changes. They are determining what sections of the schools are being used, maintaining touch point cleaning, and doing deep frequency cleaning at night. The maintenance employees are starting on some summer work activities, and beginning to work on larger scheduled work projects. The transportation employees are working on full maintenance of entire fleet, and equipment. Some transportation staff have been assisting the maintenance department, helping with field work, and some painting and millwork.

5. Waste Management

Municipal waste management bylaws came into effect April 1st, affecting the way the district needs to handle refuse and recyclables at all facilities. The Director of Facilities & Transportation met with every site administrator to put together a plan for their schools. Due to Covid-19, all rooms with sinks and paper towel dispensers will have refuse containers. All K-7 classrooms will have a micro-recycle station within the classroom. High school sites will have larger stations situated within the facility. Custodial workload and responsibilities will be reviewed regularly to ensure time management is handled, and the school needs are being managed.

6. 2020/2021 Five Year Capital Plan

The Director of Facilities & Transportation began his review of the 20/21 Five Year Capital Plan, with the Site Acquisition report and the requirement for a new school site on the west side of Agassiz for the future.

Seismic Mitigation Program (SMP) includes upgrading two structural blocks each for Harrison Hot Springs Elementary and Agassiz Elementary Secondary, and upgrades to the gym at Kent Elementary.

School Replacement report includes replacing Harrison Hot Springs Elementary, and a partial replacement at Agassiz Elementary Secondary. These requests will be reviewed between now to December and the district should have answers in February 2021.

School Enhancement Projects (SEP) 2021-2022:

Harrison Hot Springs Elem	Electrical	solar power system
Boston Bar Elem/Sec	Plumbing	fire suppression system
Kent Elem	Roofing	– partial replacement
Kent Elem	Interior construction	– flooring replacement
Kent Elem	Plumbing	– building fire sprinklers

Carbon Neutral Capital Program (CNCP) 2021-2022:

Boston Bar Elem/Sec	Electrical	LED lighting upgrade
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District wide	Electric car charging stations at all sites
Harrison Hot Springs Elem	Solar charging and battery backup system
Kent Elem	Electrical LED lighting upgrade
Yale	HVAC boiler upgrade
Harrison Hot Springs Elem	Electrical LED lighting upgrade

Bus Acquisition:
The district does not have a requirement for new buses.

Playground Equipment Program (PEP) 2021-2022:
Requests have been submitted for Coquihalla Elem, Silver Creek Elem, and Boston Bar Elem/Sec.

7. Annual Facilities Grant Work Plan

The committee reviewed the 2020-2021 AFG plan projects:

Silver Creek Elm	replace front entrance curtain wall
Silver Creek Elm	Office and library reno
Silver Creek Elm	classroom millwork
Silver Creek Elm	staffroom renewal
Silver Creek Elm	MDF and Birch wall panel renewal
Boston Bar Elm	well and sprinkler system renewal
School Board Office	flooring replacement
School Board Office	LED lighting upgrade
School Board Office	fencing
School Board Office	UPS
Maintenance	perimeter fencing
Maintenance	Office reno
Maintenance	flooring replacement
Maintenance	concrete pad placement and paving
Hope Elm/Sec	concrete play area
Agassiz Elm/Sec	Building sprinkler system upgrade
Agassiz Elm/Sec	renovate to install special needs change room with lift and washroom

8. School Enhancement Projects - 2020

The district received approval to replace the dust collector system for the woodshop at Agassiz Elem/Sec. The project will start around Christmas and end in March. The other two projects will be flooring and roofing upgrades at Silver Creek Elem.

9. Carbon Neutral Capital Program Projects - 2020

The district has been fortunate to receive about \$1.135 million in CNCP funding for this year. The three projects are mechanical boiler upgrades for Coquihalla Elem, Hope Sec, and Silver Creek Elem. The equipment is onsite and should be completed by end of August.

10. Playground Equipment Program Projects - 2020

Funding of \$125,000 has been approved for universal accessible playground equipment upgrade for Harrison Hot Springs Elem. Maintenance staff will be working with the school to see what state the current equipment is in and determine what should be replaced. Looking at a fall installation time line.

11. Seat Belt – Bus Award

The district has been chosen and awarded a new 76 passenger bus as part of the Department of Transportation initiative to monitor the use of seat belts on buses. The transportation department is now going through the process to see how this will be rolled out. DoT has indicated someone will be aboard the bus regularly to monitor. This is a federal initiative to determine whether it's useful to have seat belts on buses.

12. Questions

The committee further discussed and clarified the waste management changes within the schools. There will be four divisions of refuse; general refuse, recycling, organic, and glass. Some schools are already collecting so this won't be a big change for them.

Next Meeting

Date: Fall, 2020
Location: District Education Office

Adjournment

Kerr/

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 5:22p.m.