



**BOARD OF EDUCATION OF  
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)**

**OPERATIONS COMMITTEE NOTES**  
**Held on Thursday, November 21, 2013 at 12:30 p.m.**  
At the School Board Office – Gibsons, BC

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**PRESENT:** TRUSTEES: Dave Mewhort, Chair; Greg Russell; Lori Pratt; Silas White  
STAFF/OTHERS: Nicholas Weswick, Secretary-Treasurer; Allyson Fawcus, DPAC;  
Erica Reimer, Recording Secretary; Carolyn Smith; Marnie Baba

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Trustee White assumed the role of chair as Trustee Mewhort was arriving late to the meeting.

The meeting was called to order at 12:35 p.m.

1) SCRD Joint Use Review

Trustee White reported back on the SD46/SCRD Joint-Use Workshop that took place on November 19, 2013 and noted the following:

- Positive and informative session.
- Staff will report back to the Joint-Use Committee with principals for an agreement as well as an inventory of available facilities and amenities.
- Community engagement to take place once the new agreement has been developed.
- Desire to institute an ongoing review process for the Joint-Use Agreement.

2) Facilities Plan: Surplus Space Inventory

Secretary-Treasurer Weswick provided information on an ongoing process to identify surplus space in the district with a goal to lease the space to service providers who would support community. Previous Neighborhood Learning Centre consultations indicated a strong need for childcare centres in the community, as a result surplus space will be offered first to long term partnerships with child care providers through a Request For Proposal (RFP). If there is not a sufficient response to the RFP, an open call will be issued to all interested parties. Secretary-Treasurer Weswick identified Elphinstone Secondary, Chatelech Secondary, Kinnikinnick Elementary, Sechelt Learning Centre and Pender Harbour Secondary as potential options for locations with long-term surplus space.

Committee members discussed potential partners and other uses for surplus space. It was noted that any new childcare services should not undermine existing childcare partners.

Trustees Mewhort and Pratt arrived at 1 p.m. Trustee Mewhort assumed the role of chair.

3) Renovations Regulation

Secretary-Treasurer Weswick reported that the maintenance department had tested the procedures described in the Renovations regulation. In so doing, they recognized the need for an adjustment to the process described. The additional proposed language will allow for the scope of the project to be expanded provided there are no increased hazards and parents are notified of the change in the project. The committee suggested a slight change in wording for clarification.

Next meeting (December 19, 2013):

- West Sechelt Elementary Catchment Area
- Wi-Fi

The meeting adjourned at 1:20 p.m.