

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

Tuesday, May 26, 2020, 9:30 a.m.  
<https://www.youtube.com/user/SD46Schools>

TRUSTEES: M. Hampvent (Committee Chair), S. Girard, S. Haines, S. Leech,  
P. Ruth

STAFF: P. Bocking, Superintendent; P. Bishop, Director of Instruction;  
N. Weswick, Secretary-Treasurer; K. Kerr, Director of Instruction;  
J. Budgell, CUPE Local 801; J. Shelemey, SCTA; E. Reimer,  
Executive Assistant (Recording Secretary)

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1. Call to Order

The meeting was called to order at 9:32 a.m. by Trustee Hampvent.

2. District Facilities (3.e)

Manager of Facilities, Rob Collison, summarized ongoing and completed projects for the current school year, including:

- Custodial staff are ensuring general daily disinfection, with high touch points being cleaned twice daily during the COVID-19 crisis.
- Fire alarm panel replaced at Chatelech Secondary,
- Fields have been fertilized, aerated, top dressed and are being reseeded.
- Pea gravel has been removed from the playground at Kinnikinnick Elementary and is being replaced with accessible, engineered wood fibre.
- School Board Office flooring, staff room and boardroom renovations completed.
- Sechelt Learning Centre gym furnace has been replaced with a high efficiency, condensing air handling unit.
- Elphinstone and Chatelech Secondary Schools received new dust collection systems through School Enhancement Program (SEP)
- The playground at Roberts Creek Elementary is being replaced through Playground Enhancement Program (PEP)
- Sunshine Building renovation nearing completion.
  - Ventilation ducting was added to improve air distribution throughout the building,

- Both student washrooms were completely renovated.
- New wall coverings and paint throughout.
- A filtered water bottle filler and drinking fountain was added to the foyer.
- Installation of 100 kW PV solar at Gibsons Elementary School at 95% completion.
- Ministry approved capital projects to upgrade HVAC systems at Kinnikinnick and Halfmoon Bay Elementary are in the planning stage. The capital projects include the addition of solar arrays at both sites.
- Interior renovation of Halfmoon Bay Elementary scheduled for the fall.

Mr. Collison reported on total emissions and energy savings since 2011, as a result of energy upgrades, noting that savings since 2011 totaled \$1,470,000.

A trustee noted concerns regarding the use of engineered fibre at the Madeira Park Elementary playground due to high ground water and flooding. Mr. Collison reported that the district is considering other types of playground surfacing at this site.

Mr. Collison reported that the solar projects have been included in recent capital project requests to help offset costs to move to electric heat pumps, as was the case for the recent Kinnikinnick and Halfmoon Bay Elementary projects. Mr. Collison further noted that additional roof work may be required prior to the installation of a solar array. Additional funds have been set aside under the Annual Facility Grant plan, in the event additional funding is required for these solar projects.

### 3. Five-Year Capital Plan

Secretary-Treasurer Weswick reviewed the five year capital plan with the committee, highlighting:

- Four classroom addition to Gibsons Elementary is the district's first priority under the School Addition program. The addition would allow for approximately 100 students depending on grade levels.
- Request for a seismic retrofit of the Sunshine Building at the Sechelt Learning Centre.
- Under the School Enhancement Program:
  - HVAC upgrade at Pender Harbour Secondary
  - Interior construction at Kinnikinnick Elementary to address ground water issues,
  - Interior construction at Elphinstone Secondary to replace end-of-life flooring,
  - Replacement of fire doors at various sites,
  - Roofing repairs at Elphinstone Secondary
- Under the Carbon Neutral Capital Program:
  - Request for an air source heat pump at Chatelech and Elphinstone Secondary Schools, with the addition of solar as a request to offset electrical costs,
  - Lighting upgrades at Elphinstone Secondary, Langdale Elementary and Chatelech Secondary - transition to LED overhead lighting.

- Under the Playground Enhancement Program, requests for funding for universally accessible playground equipment at Halfmoon Bay, Davis Bay and Langdale Elementary.

The committee discussed expectations for funding, noting that approved projects for the current year totaled approximately 1.2 million.

#### 4. Annual Facilities Grant (AFG) Plan

Mr. Collison reviewed the 2020-21 Annual Facilities Grant plan, with a total commitment of \$949,000, and reported on:

- Roofing upgrades, sites as yet to be determined,
- Plans to repaint the lines at the Elphinstone Secondary track and complete repairs due to damage from roots,
- Plans to coat the exterior of the Sechelt Learning Centre gym with a water-proof membrane to address water egress issues,
- Playground repairs at various facilities,
- Field upgrades, including the cost of seed, fertilizer and top dressing, to continue improvement,
- Gym floor re-coating to improve and lengthen floor lifespan,
- Perimeter drainage consultant to devise a solution for perimeter drainage issues at Kinnikinnick Elementary, as well as funding for required repairs,
- Completion of renovation at Sechelt Learning Centre and commencement of renovation at Halfmoon Bay Elementary,
- Power factor correction at Davis Bay Elementary, adding a capacitor bank,
- Partial funding for a lighting consultant (related to CNCP lighting requests)
- Funds to top up solar project at Kinnikinnick Elementary (related to SEP request)
- Portable demolitions at Roberts Creek Elementary
- Safety upgrades to replace hand dryers with paper towel dispensers (COVID requirement)
- Staffing for renovations at Sechelt Learning Centre and Halfmoon Bay Elementary.

The committee discussed the shift to paper towel dispensers and the demolition of portables at Roberts Creek Elementary. Mr. Collison noted that the installation of paper towel dispensers are a permanent shift.

Trustees requested an update on the Langdale Elementary playground repair. Mr. Collison reported that the equipment had been ordered, however the wrong piece was delivered. The correct piece is on route and repairs will be made upon receipt.

Secretary-Treasurer Weswick reported that playground equipment repairs is a new addition to the AFG plan, noting that typically the expectation has been on parent groups to raise funding for replacement of equipment. The district is working to develop a replacement plan for playground equipment so that schools can plan for their replacement and start raising funds for new equipment. It was noted that ministry grants are not sufficient to replace all playground equipment in the district.

## 5. Regulations for Review

### 5.1 3090 - Food in Schools

Director Kerr reported on food programs at elementary and secondary schools before commenting on the proposed changes to regulation 3090 (Food in Schools). A copy of that report will be attached to these notes for reference.

The revisions to the regulation include:

- Reference to "The Guidelines for Food and Beverage Sales in B.C. Schools"
- Emphasis on creating a positive eating environment, providing adequate time and space,
- Modelling healthy behaviours and using positive messaging,
- A healthy food environment is the responsibility of the Principal,
- Guidelines for vending machines have been retained and updated,

## 6. Local Government OCP and Zoning Referrals (standing item)

### 6.1 Development Application Referral - Sunshine Coast Community Services (District of Sechelt)

Secretary-Treasurer Weswick noted that the district's interest were unaffected by the application, with the exception of the possibility of increased traffic.

### 6.2 Development Application Referral - Westcor (District of Sechelt)

Secretary-Treasurer Weswick noted that the district's interest were unaffected by the application, with the exception of the possibility of increased traffic.

### 6.3 Trellis-Silverstone Rezoning (District of Sechelt)

Secretary-Treasurer Weswick noted that the district's interest were unaffected by the application, with the exception of the possibility of increased traffic.

### 6.4 Cannabis Retail Policy (Town of Gibsons)

The committee discussed the Town of Gibsons' Cannabis Retail Policy, noting the proposed 150 m buffer between school sites and cannabis retail facilities. The board has previously requested to all local governments that a buffer of 300 m be maintained between school sites and cannabis facilities. The committee continues to feel that a buffer of 300 m remains important, in addition to appropriate signage that is not seen to appeal to youth, and requested that the district reiterate the board's previous comments to the Town. The remainder of the questions posed in the Cannabis Retail Policy Consultation Plan were considered beyond the scope of the school district

### 6.5 Referral 1037 Venture Way (Town of Gibsons)

The district reviewed the referral for a cannabis production facility, only comment would be in relation to signage, ensuring that it is appropriate and not seen to be

attractive to minors. A trustee asked about possible odour from the facility. Secretary-Treasurer Weswick agreed to consult with Town of Gibsons staff regarding regulations or requirements around odour at a cannabis production facility.

6.6 Secondary Suites (Town of Gibsons)

The committee reviewed the referral for secondary suites and short-term rentals.

6.7 Short-Term Rental Bylaws (Town of Gibsons)

The committee reviewed the short-term rental bylaw and shared challenges for staff and families in finding long term housing.

7. Adjourn

The meeting adjourned at 11:05 a.m.