

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

OPERATIONS COMMITTEE AGENDA

Tuesday, May 25, 2021, 10:00 a.m.

<https://youtu.be/HnfPjBilet4>

	Pages
1. Call to Order - 10:00 a.m.	
2. Five-Year Capital Plan - 10:00 a.m.	1
3. Annual Facilities Grant (AFG) Plan - 10:25 a.m.	2
4. Goal 3.f. Transportation Strategies - 10:50 a.m.	
a. Transportation Review	3
5. Joint Use Committee - Terms of Reference - 11:15 a.m.	18
6. Local Government OCP and Zoning Referrals (standing item) - 11:30 a.m.	
7. Adjourn - 11:30 a.m.	

2022/2023 Capital Plan Summary

Program Name	Project Priority	Facility or Project Name	Project Description or Type	Estimated Project Cost
Addition	1	Gibsons Elementary	4 classroom addition	3,955,000
Seismic	1	Sunshine Building	Seismic upgrade	2,100,000
SEP	1	Kinnikinnick Elementary	Phase 2 of flooring remediation.	600,000
SEP	2	Elphinstone Secondary	Replace roof sections	500,000
SEP	3	Chatelech Secondary	Replace roof sections 11 and 14	625,000
SEP	4	Madeira Park Elementary	Replace roof sections 1,2, and 3	400,000
SEP	5	Elphinstone Secondary	Replacement of Vinyl Composite and Vinyl Sheet	200,000
CNCP	1	Langdale Elementary	Lighting upgrade (LED) - Efficiencies	75,000
CNCP	2	Chatelech Secondary	Lighting upgrade (LED) - Efficiencies	350,000
CNCP	3	Chatelech Secondary	Install air source heat pump as primary fuel source for h	550,000
CNCP	4	Elphinstone Secondary	Install air source heat pump as primary fuel source for h	550,000
PEP	1	Davis Bay Elementary	Universally Accessible Playground Equipment	165,000
PEP	2	Langdale Elementary	Universally Accessible Playground Equipment	165,000
Total				10,235,000

Definitions:

SEP - School Enhancement Program (Minor Capital)

CNCP - Carbon Neutral Capital Program

PEP - Playground Equipment Program

Name	Total Project Cost	Project Type	Project Description	Project Request Status	Submission
150290 - Halfmoon Bay Elementary	100,000.00	Accessibility Upgrades	Replace retaining walls, stairs and ramps to playground	Draft	AFG 2021/2022 2021-08-31
150291 - Chatelech Secondary	265,000.00	Interior Construction	interior renovation	Draft	AFG 2021/2022 2021-08-31
150292 - Gibsons Elementary	30,000.00	Site Upgrades	Site safety enhancements	Draft	AFG 2021/2022 2021-08-31
150293 - Chatelech Secondary	50,000.00	Asbestos Abatement	Remove asbestos containing flooring	Draft	AFG 2021/2022 2021-08-31
150294 - Davis Bay Elementary	30,000.00	Site Upgrades	Repair damaged playground equipment	Draft	AFG 2021/2022 2021-08-31
150295 - Cedar Grove Elementary	80,000.00	Roofing	Replace roof sections	Draft	AFG 2021/2022 2021-08-31
150296 - Elphinstone Secondary	30,000.00	Site Upgrades	Play field upgrades	Draft	AFG 2021/2022 2021-08-31
150297 - Chatelech Secondary	30,000.00	Site Upgrades	Play field upgrades	Draft	AFG 2021/2022 2021-08-31
150299 - Pender Harbour Elem-Secondary	10,000.00	Interior Construction	Refinish gym floor	Draft	AFG 2021/2022 2021-08-31
150301 - Madeira Park Elementary	4,000.00	Interior Construction	Refinish gym floor	Draft	AFG 2021/2022 2021-08-31
150304 - Halfmoon Bay Elementary	50,000.00	Interior Construction	Interior renovation	Draft	AFG 2021/2022 2021-08-31
150384 - Cedar Grove Elementary	50,000.00	Roofing	Replace roof sections	Draft	
150385 - Gibsons Elementary	10,000.00	Site Upgrades	Build enclosure for heat pump	Draft	
150395 - Langdale Elementary	35,000.00	Roofing	Replace roof section 11	Draft	
150396 - Pender Harbour Elem-Secondary	175,000.00	Roofing	Replace roof section 2	Draft	
	949,000.00				

SCHOOL DISTRICT 46
SUNSHINE COAST

TRANSPORTATION REVIEW

Operations Committee – May 25, 2021





TRANSPORTATION UPDATE

■ Thirdwave Update

- Dash cameras have been installed on 12 of 15 busses
- Two dedicated stop-arm cameras to be installed on bus runs with highest number of incidents of illegal passing infractions
- One extended stop arm ordered – custom made device requiring 4-6 weeks lead time
- Drivers taking attendance twice a month to ensure riders are registered





ACTIVE TRAVEL UPDATE

- Updating Regulation 4160 – Student Transportation to promote active travel initiatives.



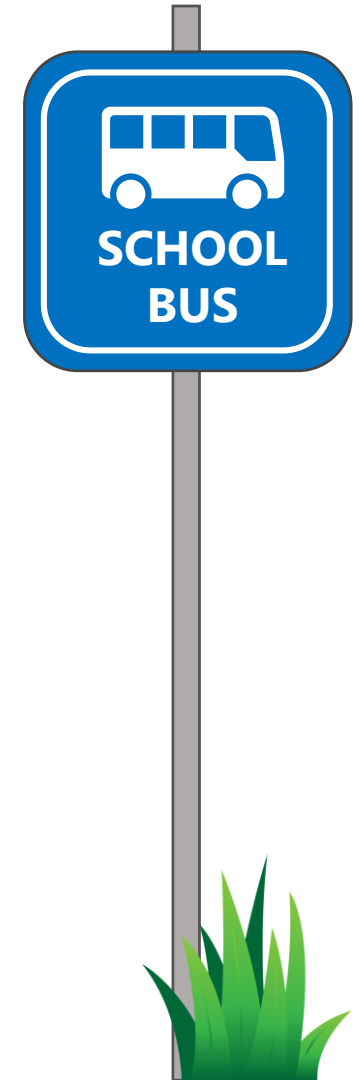
✓ BIG BENEFITS





PROPOSED ROUTE CONSIDERATIONS

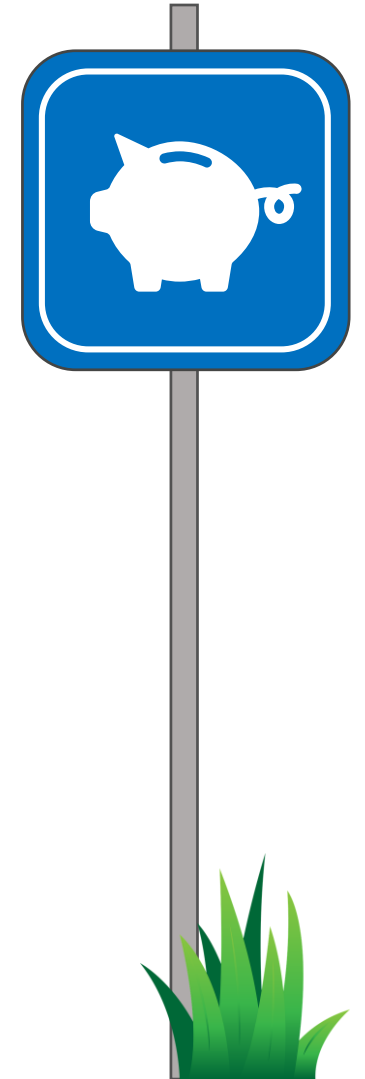
- Proposed Route Analysis
 - Consultants prepared a series of routes which have now been analyzed and compared to current service levels.
 - The proposed routes continue to provide services to eligible, courtesy and CSF students
 - Requires bell schedule adjustments at some sites
 - Reduces the total number of transfer points





PROPOSED ROUTE CONSIDERATIONS

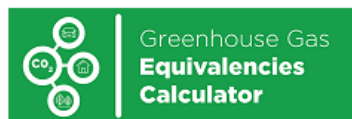
- What are the benefits?
 - Daily travel is reduced by 194 km per day
 - Saves 34,110 km of travel per school year
 - Estimated savings of \$55,000 in a school year





PROPOSED ROUTE CONSIDERATIONS

- What are the benefits?
 - Reduction in km travel = less greenhouse gases emitted



Greenhouse Gas
Equivalencies
Calculator

Equivalency Results

CO₂ emissions from

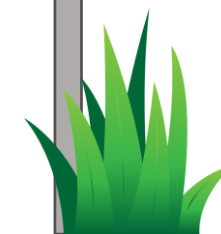
54.9



passenger
vehicles

Estimated Reductions	kg
VOC	35
THC	36
CO	127
NO _x	578
PM _{2.5}	31
PM ₁₀	33

Data source: National Service Center for Environmental Publications (NSCEP)

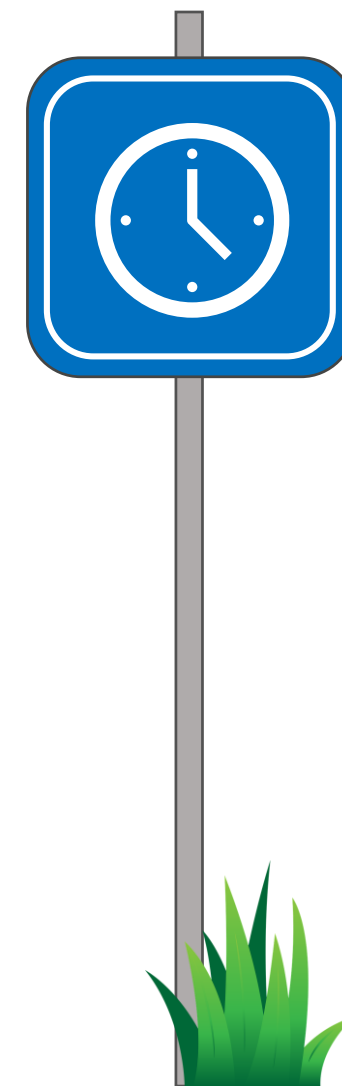
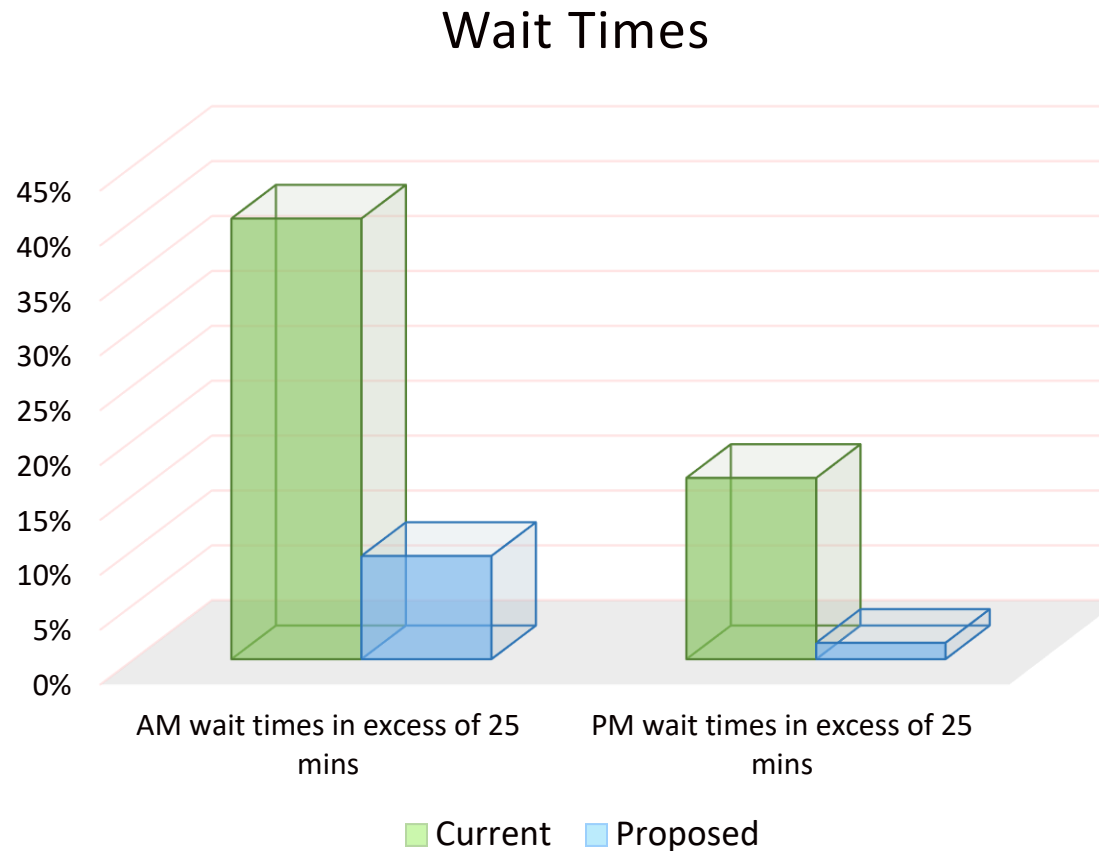




PROPOSED ROUTE CONSIDERATIONS

■ What are the benefits?

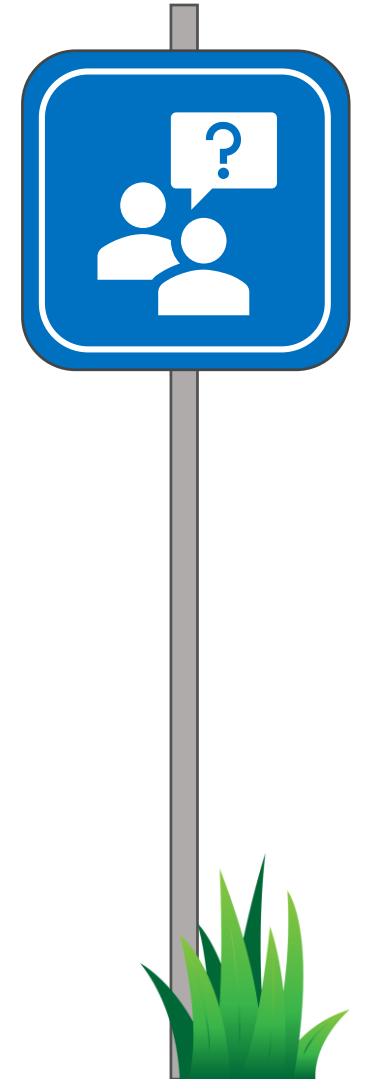
- Students will have shorter wait times at schools.
- Reduces the need for supervision at some sites.





PROPOSED ROUTE CONSIDERATIONS

- What are the benefits?
 - Addresses survey feedback by:
 - Reducing wait times at Cedar Grove Elementary & Elphinstone Secondary,
 - Providing NEST students a more direct route in the afternoon to Gibsons area.

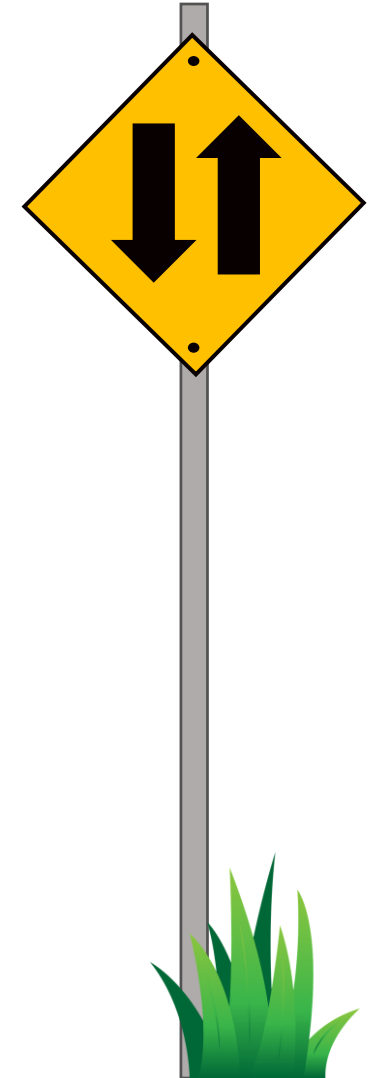
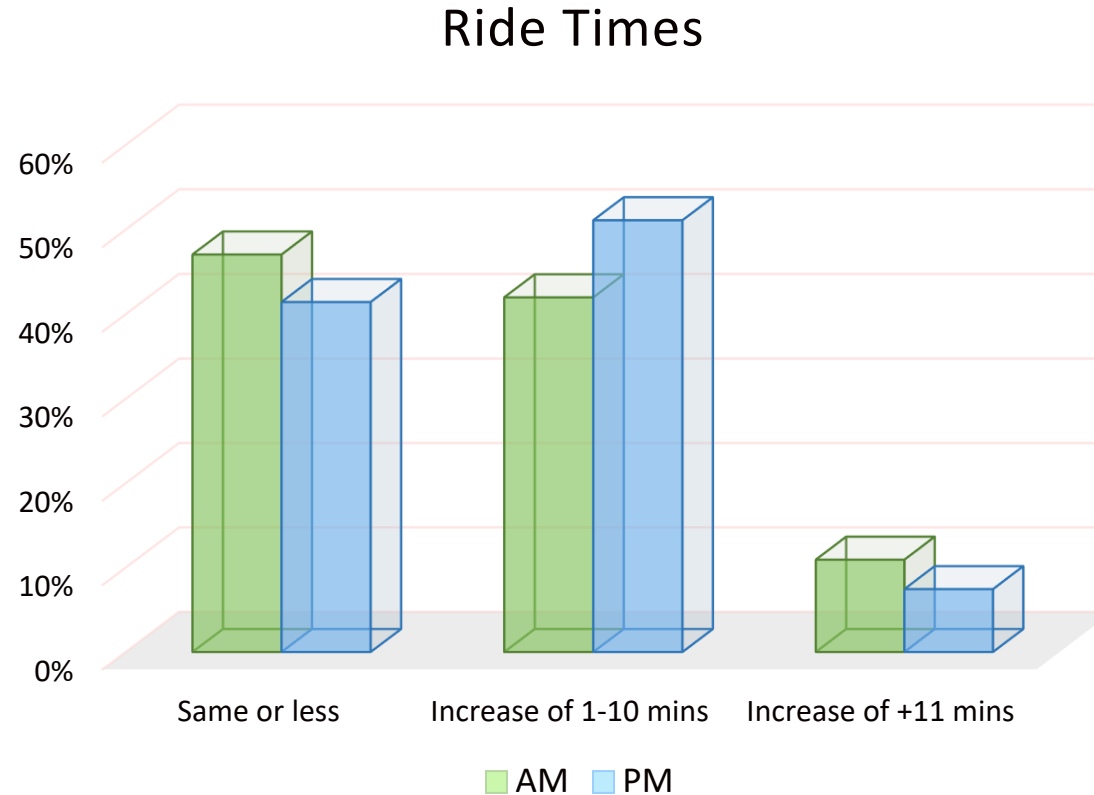




PROPOSED ROUTE CONSIDERATIONS

■ What are the drawbacks?

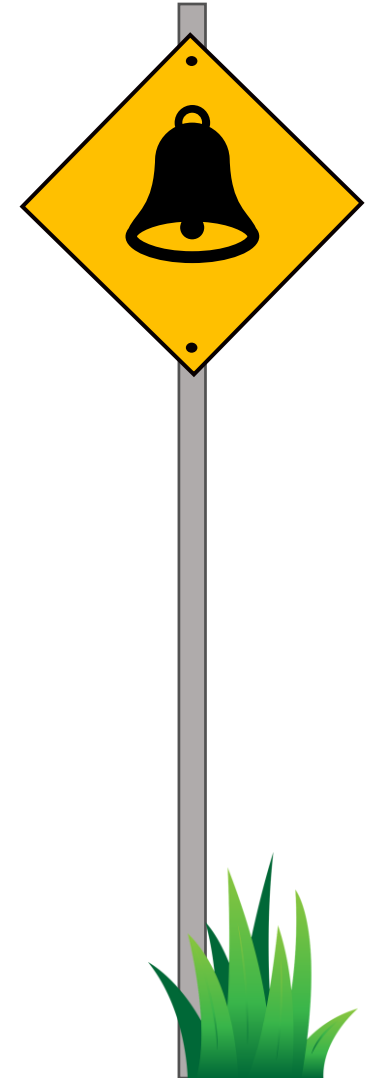
- Some students will be on the bus for a shorter period, while others will see slightly longer ride times.





PROPOSED ROUTE CONSIDERATIONS

- What are the drawbacks?
 - Bell schedule adjustments (< 15 minutes) are required at several sites to align with the new routes.
 - *Note: minor bell schedule adjustments will be implemented for 2021-22 school year*

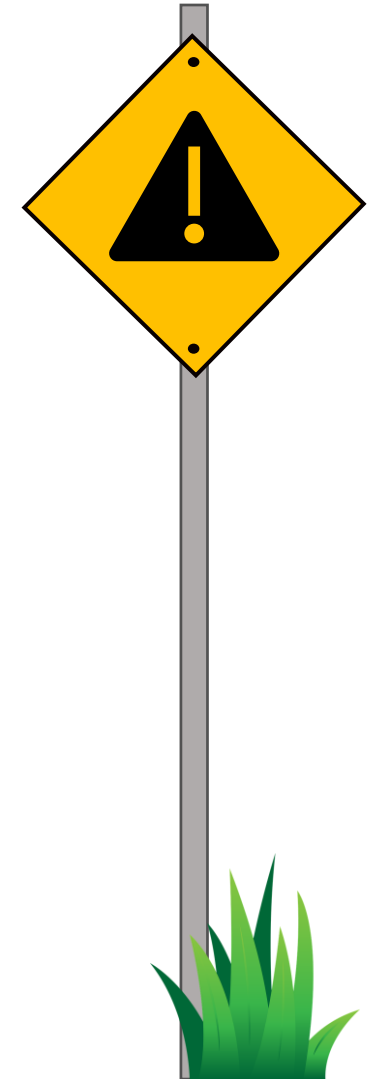
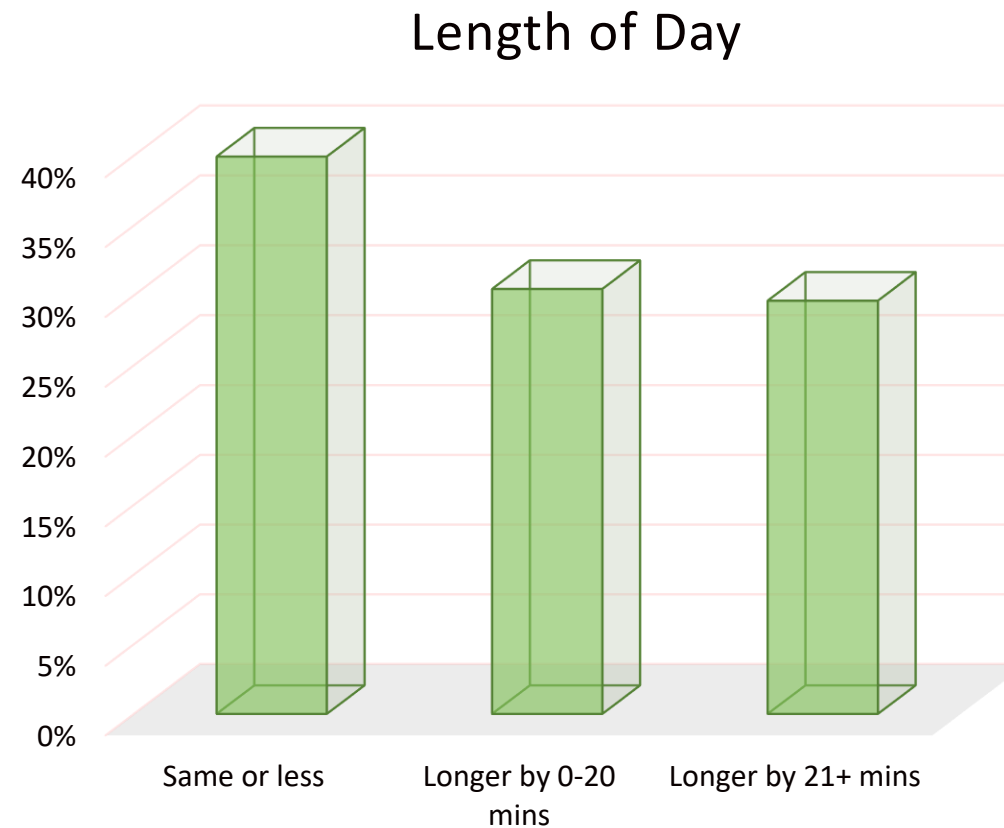




PROPOSED ROUTE CONSIDERATIONS

■ What are the drawbacks?

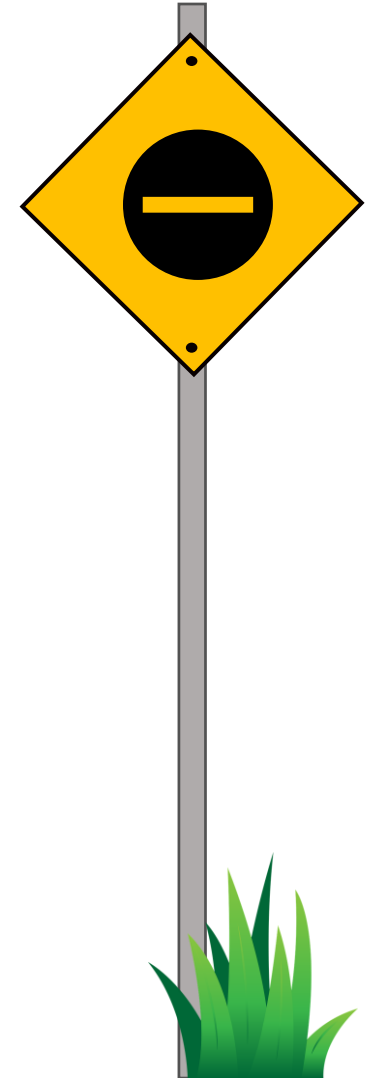
- Despite the reduction in wait times, the overall length of the day would increase by 20+ minutes for some students.





PROPOSED ROUTE CONSIDERATIONS

- What are the drawbacks?
 - Less than 1% of current cross-boundary students will not be serviced by the proposed routes.
 - Some CSF students will be negatively impacted as the routes were designed with a focus on SD46 students.
 - SCAS students still need to be considered.





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KEY PERFORMANCE INDICATORS (KPI)

Comparison of key performance indicators for eligible riders.

Note that:

- The proposed routes include a bus from WSES to SLC for afterschool care (not included in analysis).
- The proposed routes do not currently include SCAS students.

	Current	Proposed
Average Ride Time – AM	14 mins	16 mins ↑
Average Ride Time – PM	16 mins	17 mins ↑
Longest Ride Time – AM	55 mins	57 mins ↑
Longest Ride Time – PM	50 mins	61 mins ↑
Bell schedule changes	N/A	Up to 15 mins ↑
Average Wait – AM	21 mins	15 mins ↓
Average Wait – PM	11 mins	10 mins ↓
Longest Wait - AM	55 mins	60 mins ↑
Longest Wait - PM	44 mins	45 mins ↑
Transfers Stops	2 in am / 3 in pm	1 in am / 2 in pm ↓
Courtesy seats	✓	✓
Financial Impact	💰💰💰💰💰	💰💰💰💰↓



WHAT'S NEXT

- Phase 1:
 - Minor adjustments to bell schedules for 2021-22 school year to:
 - to address issues at Kinnikinnick Elementary and Davis Bay Elementary (>10 minutes)
 - reduce wait times at Cedar Grove Elementary and Elphinstone Secondary (where possible)



WHAT'S NEXT

- Phase 2:
 - Continue to improve and develop proposed routes
 - Concern that current year analysis may not represent true ridership due to Covid
 - Include SCAS students to determine impact
 - Cost/benefit analysis of taking bus service 'in house'



TERMS OF REFERENCE

JOINT USE STEERING COMMITTEE

1. Purpose

- 1.1 The purpose of the Joint Use Steering Committee is to:
- a. guide the implementation and success of the Master Joint Use Agreement between School District (SD46) and Regional District (SCRD),
 - b. support the community by making the most effective use of public resources by avoiding duplication of efforts and assets, wherever possible.

2. Duties

- 2.1 The Joint Use Steering Committee will:
- a. develop and make recommendations to the SCR D and SD46 with respect to the Joint Use Agreement;
 - c. provide advise with respect to capital investment, policy changes, and contractual amendments;
 - d. foster collaboration and support successful delivery of community and stakeholder engagement methods;
 - e. wholeheartedly champion the Joint Use Agreement;
 - f. share all communications and information across all Steering Committee members;
 - g. respond in a timely manner to all communications and taking action so as to not hold up the Joint Use process; and,
 - h. provide key insights to local capacity and opportunities for action.
- 2.2 The Joint Use Steering Committee will remain in effect for the term of the Joint Use Agreement. The Terms of Reference may be revisited at the request of either party- and may be amended, varied or modified in writing after consultation and agreement by the Steering Committee.

3. Membership

- 3.1 The Joint Use Steering Committee is comprised of the following members:
- a. Three SCR D directors, to be appointed annually by the SCR D
 - b. Three SD46 Trustees, to be appointed annually by SD46
 - c. Members shall be appointed annually by their respective SCR D and SD46 Boards.
- 3.2 SCR D and SD46 staff may be assigned to serve in a liaison capacity. The role of the staff liaison may include:
- a. providing information and professional advice;
 - b. facilitating and/or co-chairing meetings;
 - c. assisting the committee in writing reports and/or recommendations to the SCR D and SD46 Boards as requested by the committee;

- d. bringing such matters to the committee's attention as are appropriate for it to consider in support of SCRD and SD46 Board direction;
- e. serving as one of the communication channels to and from the SCRD and SD46; and,
- f. providing advice to the SCRD and SD46 Boards that is at variance to a committee recommendation.

4. Operations

- 4.1 A majority of the voting members of the committee, as listed in section 3.1 will constitute a quorum.
- 4.2 The Joint Use Steering Committee will meet at least once per calendar year, with a maximum of four meetings per year.
- 4.3 All Committee meetings must be open to the public except where the committee resolves to close a portion of it pursuant to Section 90 of the *Community Charter*.
- 4.4 The authority of the Committee is limited as follows:
 - a. The Joint Use Steering Committee does not have the authority to bind the SCRD or SD46 in any way, nor engage or otherwise contact third parties, consultants, organizations or authorities in a manner which may appear to be officially representing either the SCRD or SD46.
 - b. The Joint Use Steering Committee may communicate with external organizations and agencies to collect information and make inquiries.
 - c. Where the Joint Use Steering Committee wishes to express opinions or make recommendations to external organizations and agencies, it must first obtain authorization from the SCRD and SD46 Boards.
- 4.5 Joint Use Steering Committee members will commit to:
 - a. attending all scheduled Steering Committee meetings and, if necessary, arrange to have the appointed Alternate to attend on their behalf if unavailable.
- 4.6 Members of the Joint Use Steering Committee expect:
 - a. that each member will be provided with complete, accurate and meaningful information in a timely manner;
 - b. to be given reasonable time to provide feedback and recommendations;
 - c. to be alerted to potential risks and issues that could impact the project, as they arise; and,
 - d. open and honest discussions.
- 4.7 In carrying out its mandate, the Committee will work towards conducting operations in a way that:
 - a. improves the economic, environmental and social well-being for present and future generations;
 - b. encourages and fosters community involvement;
 - c. enhances the friendly, caring character of the community;

- d. maintains an open, accountable and effective operation; and,
 - e. is consistent with the goals and objectives of the SCRD and SD46 strategic plans.
- 4.8 Meetings will be chaired by an elected official from the organization hosting the meeting. Meeting agendas and minutes will be provided by the host organization including:
- a. preparing agendas
 - b. sharing meeting notes, to be provided by the previous meeting’s host.
- 4.10 Committee members are subject to the applicable Conflict of Interest legislation outlined in Section 100 – 109 of the *Community Charter* or Part 5 of the *School Act*. The terms “Council” and “Committee” shall be interchangeable for the purpose of interpretation of these sections.
- 4.11 Committee members must respect and maintain the confidentiality of the issues brought before them.

5. Reference Documents

- 5.1 *Community Charter*, Section 100 – 109 – Conflict of Interest
- 5.2 *Community Charter*, Section 90 – Open/Closed Meetings
- 5.3 *School Act*, Part 5 – Conflict of Interest

Approval Date:		Resolution No.	
Amendment Date:		Resolution No.	
Amendment Date:		Resolution No.	