

**SCHOOL DISTRICT 54**  
**(Bulkley Valley)**

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**COMMITTEE REPORT**  
**OPERATIONS COMMITTEE MEETING OF**  
**April 9, 2013**

**In attendance:**

**Committee Members:** Chair: S. Yaremco, K. Martinsen, P. Michell

**Administration:** S. Richards, Secretary Treasurer, C. van der Mark, Superintendent; M. McDiarmid, Asst. Superintendent; E. Hildebrandt, Supervisor of Operations

**Trustees:** (non voting) F. Farrell

**Regrets:**

**Ex Officio:** L. Kearns

**Guests:**

The meeting convened at 5:10 and moved *in-camera* to discuss items relating to property, personnel and labour relations. The committee returned to regular session at approximately 5:40 PM and discussed the following issues.

**REPORT:**

**1. BYLAW 126583 CNCP**

Mr. Richards provided the committee with a bylaw for the 2013-2014 Carbon Neutral Capital Program in the amount of \$ 9,765.00. He noted that this was the second year of government's response to complaints regarding the use of district funds for the Pacific Carbon Trust. ***The committee recommends that the Board give all 3 readings to Bylaw 126583.***

**2. PEBT LTD PLAN**

Administration provided the committee a memorandum from the Public Education Benefits Trust which noted that, based on actuarial results, the core LTD benefit level will increase from 60% to 66.67%.

**3. AFG BYLAW 126645**

Mr. Richards provided the committee with a bylaw for the capital portion of the 2013-2014 AFG funding in the amount of \$422,045. ***The committee recommends that the Board give all 3 readings to Bylaw 126645.***

**4. Roofing Tender**

The committee reviewed a summary of bids received for the annual Roofing projects.

**5. HSS Drainage Concept (BEP)**

Mr. Richards and Mr. Hildebrandt provided some background on the drainage work which will be implemented in association with the BEP at the HSS gymnasium.

**6. OAG Work in Progress**

The committee reviewed a briefing note which highlighted 'work in progress' by the Auditor General of BC. Of particular interest were projects involving the Pacific Carbon Trust and Governance Structures of school districts in BC.

**7. Bulkley Valley School Days**

The committee discussed correspondence regarding this book noting that the district had not authorized re-printing by a third party but that, given the book's historical value, the district should undertake its reprinting.

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**8. Draft Budget 2013 – 2014**

A preliminary draft of the budget was presented to the committee for review. Mr. Richards highlighted some key challenges and noted that at present, there was a deficit of approximately \$122K. Administration will continue refining the budget and will have a draft final version for the committee at its next meeting in May.

The committee adjourned at 6:15PM.

Date & Time of Next Meeting: May 7, 2013 5:00 PM

Submitted by: S. Yaremco, Chairperson