

SCHOOL DISTRICT 54
(Bulkley Valley)

COMMITTEE REPORT
OPERATIONS COMMITTEE MEETING OF
September 4, 2012

In attendance:

Committee Members: Chair: K. Martinsen, P. Michell, F. Farrell

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

Trustees: (non voting) Sheryl Yaremco

Regrets:

Ex Officio: L. Kearns

The meeting convened at 5:15 and discussed the following items. The committee moved *in-camera* to discuss items relating to property issues.

REPORT:

1. Capital Plan 2012-2013

Mr. Richards provided the committee with the draft capital plan which is due October 15, 2012. The 5 year plan defines the value and priority of the district's proposed capital projects. The total value of the plan is \$31,648,991. The priority projects are as follows: WP renovation/replacement, SSS gym, HSS Reno, TES gym & reno, TES mechanical upgrade, SES Mechanical upgrade, MME Mechanical upgrade. Replacement busses are also included in the plan. ***The committee recommends that the Board approve the District's 5 Year Capital Plan as presented.***

2. CNAR

Mr. Richards provided the committee with a brief information item noting that the district had inadvertently under-reported carbon emissions but had corrected the report.

3. Summer Projects

A briefing note was provided to the committee highlighting many of the summer maintenance projects that have taken place with a combined value of over \$650K

4. Audit – 2011-2012 Financial Statements

Mr. Richards provided the draft financial statements noting that the audit process was not complete and that it may be necessary to have a further committee meeting. After discussion, ***the committee recommends that the Board approve the audited financial statements subject to an audit letter confirming that the statements are free of material misstatement and fairly represent the financial position of the district.***

5. Bylaw 126510 Playground Equipment

Information was provided to the committee with respect to Phase 3 of this government initiative which provided 2 \$25K grants for playground upgrades at TES and TSE. Discussions with respect to the design and need are underway at both schools and it is hoped that the projects can be completed this autumn. ***The committee recommends that the Board give all 3 readings of this bylaw***

6. Soccer Goals

Mr. Richards provided a briefing note with information relating to the soccer goals used in the district and risk factors associated with their use. He noted that the district undertook a review of the goals after the tragic accident in Watson Lake in early July. He concluded that the district does not own or use the type of goal involved in the accident and that there was minimal risk associated with any of the goals used in the district.

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7. Service Delivery Transformation Project (Shared Services)

The committee reviewed a letter from the Minister highlighting outcomes from a Deloitte study of shared services opportunities. The ministry intends to focus on only those items where there are reasonable prospects for collaboration with school districts and where savings can be generated in the near term. Ministry staff will be in contact with the district in the coming weeks to assess opportunities in our district.

8. RDBN – Request for Consultation on OCP Amendment

Mr. Richards spoke to a request for consultation received from the RDBN concerning a piece of land adjacent to the waste disposal site. The applicant is requesting a land use amendment to change from Agricultural Reserve to Industrial. After discussion, it was concluded that the district had no concerns with the application.

The committee adjourned at approximately 6:45 PM

Date & Time of Next Meeting:

Respectfully submitted:

K. Martinsen Chairperson, Operations Committee