



FINANCE & OPERATIONS COMMITTEE OF THE WHOLE

MONDAY, MAY 17, 2021
10:30 to noon
via zoom

Mandate: To discuss and make recommendations to the board on financial matters and matters pertaining to facilities, maintenance, technology and transportation.

AGENDA

Facilitator: Trustee Flynn

Join Zoom Meeting

<https://sd69-bc-ca.zoom.us/j/6366023344?pwd=SmlOc0JOaEU2WnZFRk45M3FTVHVuZz09>

Meeting ID: 636 602 3344

Passcode: 393760

1. **ACKNOWLEDGEMENT OF TRADITIONAL TERRITORIES**
2. **PRESENTATION**
3. **PROJECT UPDATES**
 - a. Oceanside Community Track at Ballenas (Elaine)
 - b. Arrowview Elementary Child Care Project/Building (Chris)
4. **ITEMS FOR DISCUSSION**
 - a. Audit Services Request for Proposals Timelines (Ryan)
 - b. Climate Change Accountability Report (CCAR) (Ron) p 1-3
[previously Carbon Neutral Action Report (CNAR)]
 - c. 2022-23 Annual 5-Year Capital Plan Submission Process (Ron/Chris)
5. **INFORMATION ITEM**
 - a. Safe Routes to School (Eve)
6. **ITEMS FOR RECOMMENDATION TO THE BOARD**
 - a. 2021/2022 Capital Plan Bylaw (Ron) p 4-6
7. **FUTURE TOPICS**
 - a. Land and Facilities Review
8. **NEXT MEETING DATE:**
Monday, June 14, 2021 at 10:30; Via Zoom
9. **ADJOURNMENT**

2020 PSO Climate Change Accountability Report

Organization: School District No. 69 (Qualicum)

Declaration statement:

This Climate Change Accountability Report for the period January 1, 2020 to December 31, 2020 summarizes our emissions profile, the total offsets to reach net-zero emissions, the actions we have taken in 2020 to reduce our greenhouse gas emissions and our plans to continue reducing emissions in 2021 and beyond.

Overview:

The district concluded the creation of a Board wide Strategic Plan in 2019. This plan included the following items which are applicable to emission reduction:

- Under Values: “Social responsibility and environmental sustainability” and “Innovation as a means of ensuring that we respond and adapt to a changing world and new understandings”.
- As a Guiding Principle: “Stewardship of the public investment in education in our community is crucial. This requires an unwavering commitment to fiscal responsibility and allocation of resources based on identified needs and strategic priorities.” We see this guiding principle as including environmental stewardship as part of fiscal responsibility.

Energy conservation is part of our ongoing work. Efforts to conserve energy are included throughout our 5 year Capital Plan and our Annual Facility Grant projects. In 2020, the district completed the following projects which will directly reduce carbon emissions:

- The district continues to evaluate every bus replacement in the context of carbon footprint, so with that in mind, we have an electric bus ordered for the 2020/21 capital plan with an anticipated delivery date of May 2021. We also continue to review the size of buses required to conserve energy.
- During summer 2020 the District replaced 2 boilers at Qualicum Beach Elementary and Arrowview Elementary with new energy efficient boilers.
- The district initiated a new waste program at 4 pilot schools to encourage the reduction in the amount of waste removed from school sites, with separation between food waste, recyclables and landfill.

Energy conservation continues to be a goal for the district. Our Operations and Maintenance department has completed several projects that have implemented controls for heat and lights, retrofits for lighting and replacing plumbing fixtures with low flow units. Operations has continued to monitor the water usage on school fields with meters being installed where possible to monitor the water usage to reduce the need to water, particularly in summer. These are all part of the day to day operational work as well as project based work when Ministry or other funding permits.

Recognizing their role as the leaders of educational change in the School District, the School Board created a Climate Action Task Force in 2019. This group includes membership from all educational partners including students, staff and administration. Its mandate is to promote action to decrease greenhouse emissions, help develop plans to educate our learning community and advocate for progressive policy solutions.

2020 PSO Climate Change Accountability Report

Emissions and Offset Summary Table:

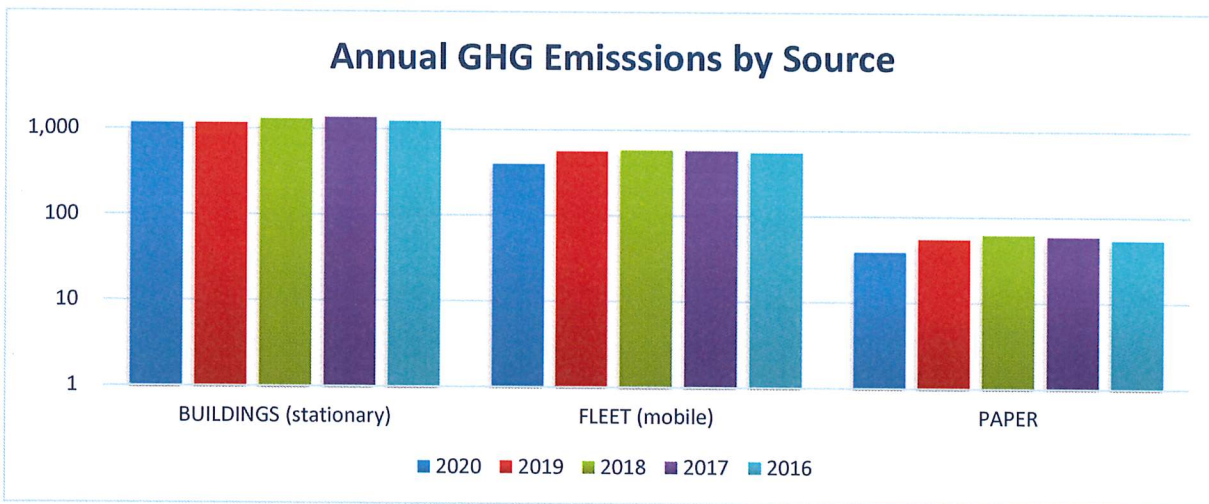
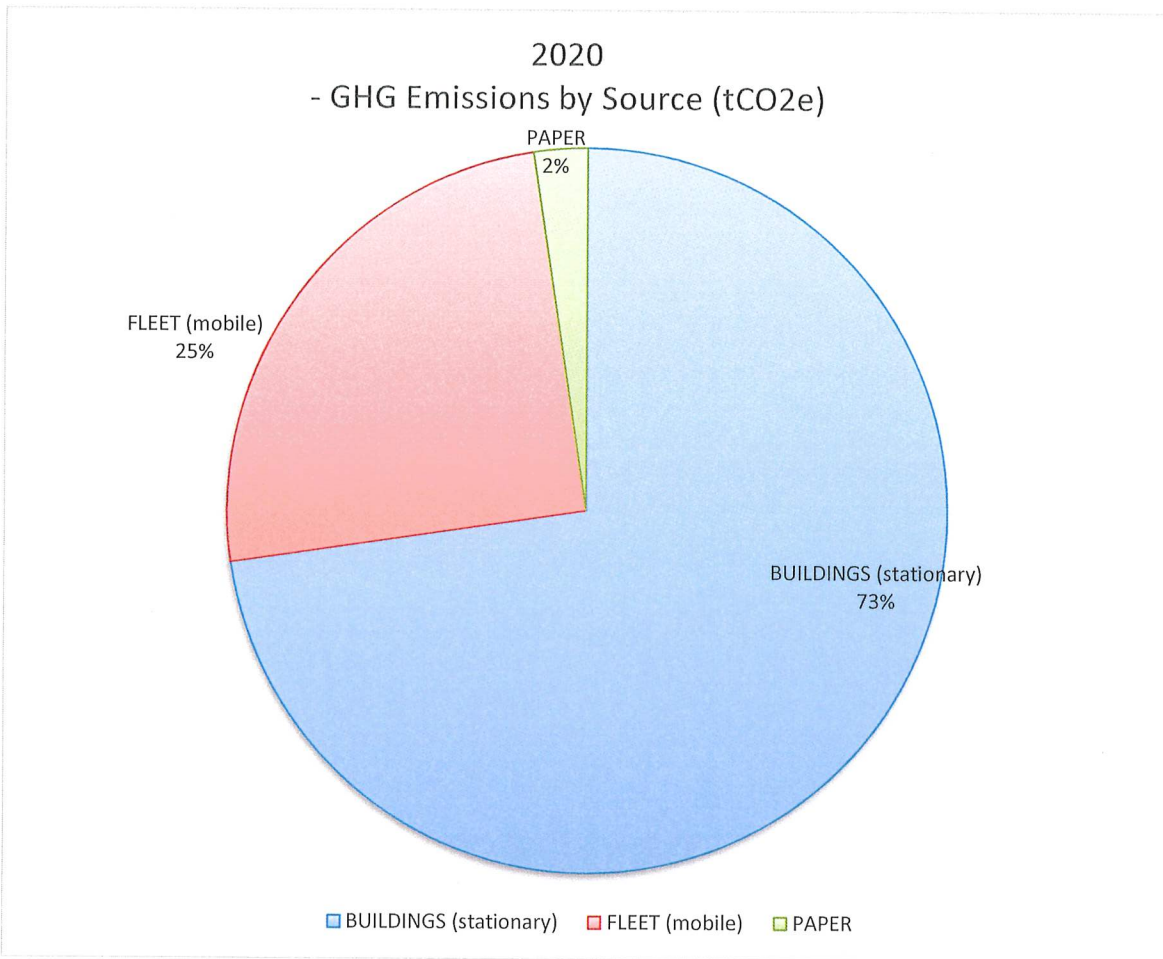
School District No. 69 (Qualicum) GHG Emissions and Offsets for 2020	
Total Emissions (tCO ₂ e)	1,600
Total BioCO ₂	14
Total Offsets (tCO ₂ e)	1,291
Offset Investment (\$25 per tCO ₂ e)	32,268

Retirement of Offsets:

In accordance with the requirements of the *Climate Change Accountability Act* and Carbon Neutral Government Regulation, School District No. 69 (Qualicum) (**the Organization**) is responsible for arranging for the retirement of the offsets obligation reported above for the 2020 calendar year, together with any adjustments reported for past calendar years (if applicable). The Organization hereby agrees that, in exchange for the Ministry of Environment and Climate Change Strategy (**the Ministry**) ensuring that these offsets are retired on the Organization's behalf, the Organization will pay within 30 days, the associated invoice to be issued by the Ministry in an amount equal to \$25 per tonne of offsets retired on its behalf plus GST.

Executive sign-off:

_____	MAY 25, 2021
Signature	Date
RON AMOS	SECRETARY TREASURER
Name (please print)	Title



	5 yr chg	9 yr chg	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
BUILDINGS (stationary)	-8%	-33%	1,163	1,167	1,302	1,366	1,243	1,257	1,343	1,468	1,710	1,734
FLEET (mobile)	-29%	-44%	399	561	581	575	553	563	563	671	876	715
PAPER	-33%	-43%	39	55	62	59	54	59	49	63	83	69
TOTAL	-15%	-36%	1,600	1,783	1,945	2,000	1,850	1,879	1,955	2,202	2,669	2,518



May 11, 2021

Ref: 246842

To: Secretary-Treasurer and Superintendent
School District No. 69 (Qualicum)

Capital Plan Bylaw No. 2021/22-CPSD69-01

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2021/22

This letter is in response to your School District's 2021/22 Annual Five-Year Capital Plan submission, submitted to the Ministry prior to July 31, 2020, and provides direction for advancing supported and approved capital projects.

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

The following tables identify major capital projects that are supported to proceed to the next stage, if applicable, as well as minor capital projects that are approved for funding and that are able to proceed to procurement.

MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)

Below are tables for the minor capital projects that are approved. The first table identifies School Enhancement Program and Carbon Neutral Capital Program that school districts were already made aware of in the initial Capital Plan Response Letter issued in March 2021.

The second and third tables identify additional minor capital projects approved in School Enhancement Program (SEP), Carbon Neutral Capital Program (CNCP), Building Envelope

Program (BEP), Playground Equipment Program (PEP), as well as the Bus Acquisition Program (BUS), if applicable.

Projects for SEP, CNCP (from initial Capital Plan Response Letter issued in March 2021)

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Ballenas Secondary	SEP - Roofing Upgrades	\$1,500,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.
Qualicum Beach Elementary	CNCP - Energy System Upgrades	\$218,500	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.

New projects for SEP, CNCP, BEP, PEP

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Nanoose Bay Elementary	PEP - Universally Accessible Playground	\$165,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.

An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2021/22 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Plan Bylaw Number provided at the beginning of this document) for its approved 2021/22 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

The Capital Bylaw and the APFA must be signed, dated and emailed to Ministry Planning Officer Ravnit Aujla at Ravnit.Aujla@gov.bc.ca as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.

With the 2021/22 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2022/23 Annual Five-Year Capital Plan submission process (using the Ministry’s new Capital Asset Planning System (CAPS) online platform) are available at the Ministry’s [Capital Planning](#) webpage.

NOTE: School districts' Capital Plan submission deadlines for the 2022/23 fiscal year, using the new CAPS online platform, will be as follows:

- **Major Capital Programs (SMP, EXP, REP, RDP, BEP) – July 31, 2021**
- **Minor Capital Programs (SEP, CNCP, PEP, BUS) – September 30, 2021**

Additionally, the Annual Facility Grant (AFG) project requests for the 2021/22 fiscal year are to be submitted using the new CAPS online platform, on or before June 30, 2021.

Please contact your respective Regional Director or Planning Officer as per the Capital Management Branch Contact List with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,



François Bertrand, Acting Executive Director
Capital Management Branch

pc: Capital Management Branch
Michael Nyikes, Director, Capital Management Branch
Ravnit Aujla, Planning Officer, Capital Management Branch
Damien Crowell, Regional Director, Capital Management Branch
Alexander Angus, Planning Officer, Capital Management Branch
Geoff Croshaw, Planning Officer, Capital Management Branch