



**Central Okanagan  
Public Schools**  
Together We Learn

## **CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT**

### **Planning and Facilities Committee**

#### **Public Meeting**

**Wednesday, December 7, 2022, 6:00 pm**

**School Board Office**

**1040 Hollywood Road S**

**Kelowna, BC**

Board of Education: Trustee C. Desrosiers, Chair  
Trustee W. Broughton, Committee Member  
Trustee L. Guderyan, Committee Member  
Trustee V. Johnson  
Trustee L. Tiede

Staff: Kevin Kaardal, Superintendent of Schools/CEO  
Terry Beaudry, Deputy Superintendent of Schools  
Delta Carmichael, Secretary-Treasurer/CFO  
Rob Drew, Director of Operations  
Josh Currie, Assistant Director of Operations  
David Widdis, Planning Manager  
Gail Prokopchuk, Transportation Manager  
Lise Bradshaw, Executive Assistant (Recorder)

Partner Groups: Susan Bauhart, COTA President  
George York, CUPE Operations Shop Steward  
Nicola Baker, COPAC Vice-President  
Zach Johnson, DSC Co-President  
*There were no representatives from COPVPA.*

**The Central Okanagan Board of Education acknowledged that this meeting was being held  
on the unceded, Traditional Territory of the Okanagan People.**

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## **AGENDA**

*Add: Information/Discussion Item 7.2: Unlocking of Single Stall Washrooms in Schools.*

December 7, 2022 Committee Agenda – approved as amended.

## **REPORTS/MATTERS ARISING**

### **Planning and Facilities Committee Public Meeting Report - October 5, 2022**

October 5, 2022 Committee Report - received as distributed.

## **PUBLIC QUESTION/COMMENT PERIOD**

There were no public questions/comments.

## **COMMITTEE MEMBERS QUERIES/COMMENTS**

- The COPAC Vice-President requested information on the Long Term Facilities Plan in Lake Country regarding French Immersion.

*The Superintendent of Schools/CEO advised that this will be coming forward to the December Public Board meeting.*

- The COPAC Vice-President expressed disappointment that there was no consultation with partner groups on the sale of the Doyle Avenue/McWilliams Centre site.

*The Superintendent of Schools/CEO advised that the District followed the proper process for the disposal of this property and met all Ministry conditions. It is not a school site.*

- The COTA President queried whether there had been any consideration in moving the eSchool23 employees at McWilliams Centre to another District site, and had queries on the use of the proceeds of the sale.

*The Superintendent of Schools/CEO advised that District staff had considered all options on moving the McWilliams Centre employees. The Secretary-Treasurer/CFO provided clarification on the proceeds from the sale of the property.*

## **DISCUSSION/ACTION ITEMS**

### **Property Bylaw No. 158 - Fortis BC Statutory Right-of-Way on Anne McClymont Primary School site**

The Director of Operations outlined the need for a Statutory Right of Way on the Anne McClymont Primary site so that Fortis BC Electricity can gain access to install, repair and service their infrastructure.

#### **Outcome:**

**The Planning and Facilities Committee recommended to the Board:**

**THAT: The Board of Education of School District No. 23 give first reading to School District No. 23 (Central Okanagan) Property Bylaw No. 158 (registration of a Statutory Right-of-Way) for registration of a Statutory Right-of-Way in favour of Fortis BC on Parcel A (DD 136162F and Plan B6398) of Lot 2 District Lot 167 Osoyoos Division Yale District Plan 2703, Except Plan EPP49185, known as Anne McClymont Primary School.**

**THAT: The Board of Education of School District No. 23 give second reading to School District No. 23 (Central Okanagan) Property Bylaw No. 158 (registration of a Statutory Right-of-Way) for registration of a Statutory Right-of-Way in favour of Fortis BC on Parcel A (DD 136162F and Plan B6398) of Lot 2 District Lot 167 Osoyoos Division Yale District Plan 2703, Except Plan EPP49185, known as Anne McClymont Primary School.**

**THAT: The Board of Education of School District No. 23 give all three readings to School District No. 23 (Central Okanagan) Property Bylaw No. 158 (registration of a Statutory Right-of-Way) for registration of a Statutory Right-of-Way in favour of Fortis BC on Parcel A (DD 136162F and Plan B6398) of Lot 2 District Lot 167 Osoyoos Division Yale District Plan 2703, Except Plan EPP49185, known as Anne McClymont Primary School, at the December 14, 2022 Public Board Meeting.**

**THAT: The Board of Education give third reading and grant approval for registration of a Statutory Right-of-Way in favour of Fortis BC on Parcel A (DD 136162F and Plan B6398) of Lot 2 District Lot 167 Osoyoos Division Yale District Plan 2703, Except Plan EPP49185, known as Anne McClymont Primary School.**

## **DISCUSSION/INFORMATION ITEMS**

### **Transportation Services Update - School Year 2022/2023**

The Transportation Manager provided an overview of the services provided by the Transportation Department. Currently, the Transportation Department provides service to 4,928 students, of which 3,854 are eligible and 728 are courtesy riders. The Department operates 71 bus routes (including 12 special needs routes). There were 6,830 transportation applications received between January 31 and November 23, 2022.

The Transportation Manager outlined some of the Transportation Department accomplishments over the past year:

- A recruitment campaign to ensure the Department has an adequate number of drivers to operate bus routes. During the 2021/2022 school year the Department had a total of 18 senior drivers retire from their positions. The Department also experienced a significant decrease in new bus driver applicants; both these factors contributed to a number of cancelled bus routes resulting from driver shortage.
- Ongoing driver training and refresher programs for approximately 100 school bus drivers and 75 Operations staff who operate district owned vehicles.
- Continuing to effectively manage the assignment and collection of transportation fees in School Cash Online. The Department has developed a communication plan for parents and schools and implemented procedures which have proven to be very successful in the assignment, management, and collection of transportation fees.
- Continuing to collaborate and implement procedures with the Inclusive Education Department to ensure all students have the opportunity to ride the school bus and benefit from inclusive education and the supports available on special needs bus routes.
- Continuing transportation services for Westbank First Nations Sensisysten School.
- Continuing the electric school bus pilot project despite some challenges.

The Transportation Manager answered questions from Committee members regarding waitlists, bus routes, courtesy riders, International Students and the electric school buses.

The Transportation Manager was commended for the hard work of the Department and the bus drivers.

### **Unlocking of Single Stall Washrooms in Schools**

Trustee Broughton made a statement about the inequity of having single stall washrooms locked.

Committee members had the following queries:

- How many schools have them locked/unlocked?
- Do staff members use these washrooms?
- Do many of these single stall washrooms contain special needs equipment?

The Superintendent of Schools/CEO advised that the Operations Department will need to take some time to accurately gather information from the various school sites and report back at the next meeting.

The Superintendent asked the DSC Co-President to bring this item forward at the upcoming DSC Committee Meeting.

The initial request to unlock single-stall washrooms came from an outside agency, not students.

## **RECOMMENDATIONS/REFERRALS TO THE BOARD/COORDINATING COMMITTEE/OTHER COMMITTEES**

Public Board Meeting - January 11, 2023

- Property Bylaw No. 158 - Fortis BC Statutory Right-of-Way on Anne McClymont Primary Site (Action Item)

## **ITEMS FOR FUTURE PLANNING AND FACILITIES COMMITTEE MEETINGS**

- PAC Funded Projects that are waiting to be installed by the Operations Department.
- Report from the Operations Department on single-stall washrooms.

### **February**

- Annual Review of Committee's Mandate, Purpose and Function
- Annual Facility Grant (AFG) Plan

### **May**

- Transportation Update
- Capital Plan Submission

### **June**

- Energy & Sustainability Presentation

## **FUTURE PLANNING AND FACILITIES COMMITTEE MEETINGS**

All meetings start at 6:00 pm unless otherwise noted.

~~January 4, 2023~~ (cancelled)

February 1, 2023

March 1, 2023

## **ADJOURNMENT**

The meeting adjourned at 7:06 pm.

### **Questions - Please Contact:**

Trustee Desrosiers, Chair at 250-718-6303 or [Chantelle.Desrosiers@sd23.bc.ca](mailto:Chantelle.Desrosiers@sd23.bc.ca)

Rob Drew, Director of Operations at 250-870-5150 or [Rob.Drew@sd23.bc.ca](mailto:Rob.Drew@sd23.bc.ca)

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Chantelle Desrosiers, Chair