



CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT

**Planning and Facilities Committee
Public Meeting**

**Wednesday, September 2, 2020, 4:00 pm
School Board Office or Zoom
1040 Hollywood Road S.
Kelowna, BC**

Board of Education: Trustee C. Desrosiers, Chairperson
Trustee R. Cacchioni, Committee Member
Trustee J. Fraser, Committee Member
Trustee M. Baxter

Staff: Mitch Van Aller, Director of Operations
Ryan Stierman, Secretary-Treasurer/CFO
Kevin Kaardal, Superintendent of Schools/CEO
Terry Beaudry, Deputy Superintendent of Schools
Stuart Kamstra, Assistant Director of Operations (*Via Zoom*)
Josh Currie, Assistant Director of Operations (*Via Zoom*)
David Widdis, Planning Manager (*Via Zoom*)
Eunice Hoekstra, Custodial Manager (*Via Zoom*)
Gail Prokopchuk, Transportation Manager (*Via Zoom*)
Michelle DesRochers, Executive Assistant (recorder)

Partner Groups: Susan Bauhart, COTA President
Vivian Evans, COPAC Vice-President
Ryan Ward, COPVPA Middle School Representative (*Via Zoom*)

There were no representatives from CUPE or the District Student Council.

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

AGENDA

*Add: Revised staff recommendation and Appendix C for Action Item 5.1 Right-of-Way for Inverness Road
Dedication on Former Webber Road Elementary School Site*

September 2, 2020 Committee Agenda - approved as amended.

REPORTS/MATTERS ARISING

Planning and Facilities Committee Public Meeting Report - June 3, 2020

June 3, 2020 Committee Report - received as distributed.

PUBLIC QUESTION/COMMENT PERIOD

There were no public questions/comments.

COMMITTEE MEMBERS QUERIES/COMMENTS

Trustee Fraser requested clarification regarding bus pick-up times for secondary students.

The Secretary-Treasurer/CFO stated that in order to accommodate the District's Return to School Plan, noon hour busing will be provided to Kelowna Secondary and Mount Boucherie Secondary students. Noon hour busing couldn't be provided to all secondary schools due to limited resources. Secondary students who ride the bus and attend either George Elliot Secondary, Rutland Secondary or OKM Secondary will be accommodated to stay at the school until the regular afternoon bus run.

DISCUSSION/ACTION ITEMS

Right-of-Way for Inverness Road Dedication on Former Webber Road Elementary School Site

The Director of Operations outlined the request from Kerr Properties for the School District to dedicate a portion of land on the former Webber Road Elementary school site in exchange for Kerr Properties to construct the full Inverness Road extension, storm sewer upgrade and a multi-use pathway. The Right-of-Way extension would have been required when the School District developed the former Webber Road Elementary site. As it is unclear as to when the School District may be in a position to develop these lands, it is recommended to authorize Kerr Properties to undertake the land dedication process with the City of West Kelowna. The land will be dedicated to the City of West Kelowna and future maintenance and upgrade costs required for the multi-use pathway will not be the responsibility of the District. The adoption of Property Bylaw No. 151 will not impact the development of any proposed school facility on this site.

Outcome:

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

THAT: The Board of Education give first, second and third readings to School District No. 23 (Central Okanagan) Property Bylaw No. 151 (as attached).

THAT: School District No. 23 (Central Okanagan) Property Bylaw No. 151 (Land Dedication) be read a first, second and third time and finally adopted;

AND THAT: The Board of Education of School District No. 23 (Central Okanagan), hereinafter called 'the Board', grant authorization to Kerr Properties to undertake

the land dedication process with the City of West Kelowna to build road upgrades and a multiuse pathway on Lot 96, DL 3481, PL 20022, ODYD.

DISCUSSION/INFORMATION ITEMS

Transportation Services Update

The Director of Operations provided an update on Transportation Services for the 2020-2021 school year highlighting that as of August 20, 2020, 5,750 applications had been processed and 4,577 students had been assigned to a bus route. He also stated that Transportation Services has moved forward with several significant process improvements as it implemented the Board's direction reflected in the recently updated Transportation policies.

The Director of Operations shared that due to Provincial guidelines for transportation during COVID-19, fewer seats could be assigned for middle and secondary students (2 per seat versus 3 per seat). He also outlined the following key items pertaining to transportation that have been included in the Central Okanagan Public Schools Staff and Safety Plan:

- Drivers are required to wear a non-medical mask, a face covering or a face shield when not able to maintain the physical distancing requirements.
- Drivers will clean buses between each run and buses will be disinfected once daily.
- Hand Sanitizer will be available on the bus for drivers and students.
- Seats inside the school bus are numbered and students will have assigned seating.
- No food or beverages permitted on the school bus (except a personal water bottle).
- No guest riders will be permitted, only registered students may ride.

The Director of Operations commended the Transportation Services staff for all their work preparing for the 2020-2021 school year.

Custodial Services Department Summer Update

The Director of Operations outlined the summer work completed by the Custodial Department including but not limited to: full top to bottom clean of all 48 sites, washing of furniture, cleaning of all dryer vents, wood shops and dust collectors as well as cleaning of building exteriors and windows.

The Director of Operations shared that extra staff have been hired to assist with the Provincial COVID-19 Health and Safety Plan, Central Okanagan Public Schools Staff and Safety Plan, and Custodial Department Policies and Procedures.

The Director of Operations commended the Custodial staff for working through the COVID-19 Safety Plans to ensure proper procedures are in place.

In response to a query from the COTA President regarding electrostatic sprayers, the Secretary-Treasurer/CFO confirmed that all safety protocols will be followed.

Operations Summer Projects Update

The Director of Operations outlined the 2020 summer work completed by Operations staff. The list of projects this year was extensive and many were complex in design; however, staff provided outstanding leadership and workmanship in achieving the completion of all the major projects within the District. There will be little or no disruption for the start of the 2020-2021 school year.

The Director of Operations and Secretary-Treasurer/CFO responded to questions from Committee members.

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

Future Public Board Meeting

- Right-of-Way for Inverness Road Dedication on Former Webber Road Elementary School Site (Action Item)

ITEMS FOR FUTURE PLANNING AND FACILITIES COMMITTEE MEETINGS

- *School Bus Safety Including: Seat Belts*
- *Transportation Update (Fall 2020)*

September

- Summer Projects Update

October

- Annual Integrated Pest Management Report

January

- Annual Review of Committee's Mandate, Purpose and Function

February

- 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.

October 7, 2020 and November 4, 2020

MEDIA QUESTIONS

There were no media questions.

ADJOURNMENT

The meeting adjourned at 4:54 pm.

Questions - Please Contact:

Trustee Desrosiers, Chairperson at 250-718-6303 or Chantelle.Desrosiers@sd23.bc.ca

Mitch Van Aller, Director of Operations at 250-870-5150 or Mitch.Vanaller@sd23.bc.ca

Chantelle Desrosiers, Chairperson