

BUILDINGS AND GROUNDS COMMITTEE
Reporting to Public Session, Monday, September 26, 2016

The Buildings and Grounds Committee met on Wednesday September 21, 2016 at 5:40 pm. In attendance were: Trustees Larry Hayes (Chair), Meiling Chia and Baljinder Narang; DPAC Representative Calvin Taplay, Superintendent of Schools Gina Niccoli-Moen, Assistant Secretary-Treasurer Roy Uyeno and Director, Facilities Services Russ Sales.

1. Capital Projects Update

Director, Facilities Services, Russ Sales provided the committee with a report on capital projects currently in various stages of planning within the district. Highlights include:

Alpha Secondary School Seismic Upgrade and Partial Replacement

- Scope of work increased to include new Carbon Neutral Capital Project (see below)
- Preliminary Phase 1 work currently underway includes:
 - Relocation of underground services to accommodate demolition/addition
 - Small gym, main gym seismic upgrade work
 - North Wing – preparation for demolition currently underway
- Construction value of project estimated at \$16.5 million

Alpha Secondary School CNCP Project – New Project

- Replacement of existing boiler plant and upgrading of digital controls to be undertaken in conjunction with seismic upgrade and partial replacement project (see above)
- Project funding \$180,000

Montecito Elementary School Seismic Upgrade and Expansion Project

- Scope of work increased to include new Building Envelope Remediation project (see below)
- Drawings submitted for building permit
- Approval received from the Ministry to use construction management
- Seismic upgrade includes corridors and northwest classrooms on both floors
- Construction value of project \$3.44 million

Montecito Elementary School Building Envelope Remediation – New Project

- To be carried out in conjunction with seismic upgrade and expansion project (see above)
- Installation of new windows, insulation and cladding on existing structure and gym
- Construction value of project \$820,000

Burnaby North Secondary School Seismic Upgrade

- Three options under consideration. (i) pure seismic remediation, (ii) partial replacement, and (iii) full replacement
- Study underway

Stride Avenue Community School Seismic Upgrade

- Study underway

Stride Avenue Community School Mechanical Upgrade – Phase 2 – New School Enhancement Project

- Replacement of unit ventilators and boilers
- Estimated cost \$1.65 million
- To be completed by March 31, 2017

Aubrey Elementary School Mechanical (HVAC) Upgrade – Phase 2 – New School Enhancement Project

- Replacement of unit ventilators
- Estimated cost \$1.41 million
- To be completed by March 31, 2017

University Highlands Eight-Classroom Addition – New Project

- Ministry funding approval received
- Design Development underway
- Construction value of project estimated at \$3.6 million

Recommendation: THAT the Board of Education receive this information.

2. 2016/2017 Capital Plan

Roy Uyeno, Assistant Secretary-Treasurer and Russ Sales, Director, Facilities Services, provided an overview of the district's 2016/2017 five-year capital plan. Highlights of the capital plan (copy attached) are as follows:

- Twenty-seven projects valued at \$87 million
- Four seismic mitigation projects at one secondary and three elementary schools
- Expansion projects at one secondary and two elementary schools
- Site acquisition for and construction of a new school in the Brentwood Town Centre area
- Building envelope projects at two elementary schools
- Mechanical upgrades at three elementary schools
- Roof repairs or replacement at one secondary and eleven elementary schools, installation of security shutters at one elementary school and window upgrades at one secondary school

The committee discussed the 2016/2017 capital plan in detail. The committee agreed to recommend to the Board that the plan be approved, as presented.

Recommendation: THAT the Board of Education of School District No. 41 (Burnaby) approve the 2016/2017 capital plan as outlined on the attached summary.

3. School Enhancement Program

Mr. Uyeno and Mr. Sales reviewed with the committee the district's submission to the Ministry of Education under the School Enhancement Program. Four school improvement projects have been submitted totaling \$726,895.

Recommendation: THAT the Board of Education receive this information.

4. Custodial Review Update

Mr. Uyeno updated the committee on the custodial review process and advised that the district will be proceeding with a comprehensive review of the Custodial Services area and will be retaining the services of an external consultant to conduct the review.

Recommendation: THAT the Board of Education receive this information.

5. Next Meeting

The next Buildings and Grounds Committee meeting will be held on Wednesday, October 19, 2016 at 5:30 pm.

6. Adjournment

The meeting was adjourned at 6:26 pm.

Attachment

Capital Plan Project Summary

<u>Seismic Mitigation Projects</u>	<u>Project Description</u>	<u>Funding (\$)</u>
Burnaby North Secondary	Seismic replacement	47,324,592
Stride Avenue Community Elementary	Seismic mitigation: 1-storey and 2-storey classroom block and gym	3,055,737
Glenwood Elementary	Seismic mitigation: school, gym, both classroom blocks	969,531
Armstrong Elementary	Seismic mitigation: school, gym and classroom block	4,517,356
 <u>Expansion Projects</u>		
Cameron Elementary	Addition of 20K/125 student spaces	3,672,000
Brentwood Park Elementary	Addition of 200 student spaces	3,348,391
Burnaby Central Secondary	Addition of 100 student spaces, from 1,300 to 1,400	1,650,675
Brentwood Town Centre	Land acquisition and construction of new 40K/200 capacity elementary	19,248,542
 <u>Building Envelope Projects</u>		
Stoney Creek Elementary	Building envelope	1,035,264
Maywood Community Elementary	Building envelope	1,136,789
 <u>Mechanical Upgrades</u>		
Inman Elementary	Boiler replacement	312,500
Morley Elementary	Boiler replacement, 3-unit ventilator replacement	468,750
South Slope Elementary	Boiler replacement	337,000
 <u>School Enhancement Program Projects</u>		
	<u>Project Description</u>	<u>\$ Value</u>
Alpha Secondary	Window upgrade	300,000
Moscrop Secondary	Roof repairs or replacement	530,000
Maywood Community Elementary	Roof repairs or replacement	30,000
Nelson Elementary	Roof repairs or replacement	30,000
Windsor Elementary	Roof repairs or replacement	15,000
Glenwood Elementary	Roof repairs or replacement	15,000
Clinton Elementary	Roof repairs or replacement	45,000
Aubrey Elementary	Roof repairs or replacement	30,000
Lochdale Community Elementary	Roof repairs or replacement	15,000
Sperling Elementary	Roof repairs or replacement	60,000
Buckingham Elementary	Roof repairs or replacement	30,000
Twelfth Avenue Elementary	Roof repairs or replacement	15,000
Cameron Elementary	Roof repairs or replacement	15,000
Forest Grove Elementary	Safety enhancements	146,895

FINANCE COMMITTEE
Reporting to Public Session, Monday, September 26, 2016

The Finance Committee met on Tuesday, September 20, 2016 at 5:42 pm. In attendance were: Trustees Ron Burton (Chair), Katrina Chen, Larry Hayes, Baljinder Narang and Gary Wong; Superintendent of Schools Gina Niccoli-Moen, Assistant Superintendents Roberto Bombelli, Heather Hart and Wanda Mitchell, Assistant Secretary-Treasurer Roy Uyeno and Manager, Finance & Budgets Shind Chand.

1. PricewaterhouseCoopers 2016 Year-End Report to Finance Committee

Assistant Secretary-Treasurer Roy Uyeno introduced to the committee Mr. Andrew Clark, Associate Partner, of PricewaterhouseCoopers LLP, the district's external auditor.

Mr. Clark provided Trustees with an overview of the audit by PricewaterhouseCoopers of the school district's financial statements for the year ended June 30, 2016 including audit, accounting and reporting matters.

Mr. Clark left the meeting at 5:55 pm.

Recommendation: THAT the Board of Education receive this information.

2. Draft 2015/2016 Audited Financial Statements

Assistant Secretary-Treasurer Roy Uyeno presented the draft 2015/2016 audited financial statements. Highlights included:

- The school district's auditors PricewaterhouseCoopers will be issuing an unqualified audit report.
- The financial statements for the year ended June 30, 2016 reflect a full year following a year impacted by teacher job action, including an increase of 179 fte school-age enrolment over preliminary budget projections, continued growth in the International Student Education Program and \$42 million in approved Capital Projects in progress.
- The district ended the year in a strong financial position with a \$1.25 million net unrestricted operating fund balance and a \$7.8 million restricted operating fund balance.

A brief presentation of the 2015/2016 audited financial statements will be made at the September 26, 2016 Public Session meeting.

Recommendation: THAT the Board of Education receive and approve the audited financial statements of the Board of Education of School District No. 41 Burnaby for the year ended June 30, 2016, as presented.

3. Contract Award

In accordance with Policy 3.80 Purchasing Goods and Services, Mr. Uyeno provided the committee with a report on the award of a contract for the provision of the School Meal program Hot Entrée supplier. The contract has been awarded to Nova Food Services.

Recommendation: THAT the Board of Education receive this information.

4. Disposition of Administrative Savings

The committee reviewed letters from the District Parent Advisory Committee and the Burnaby Teachers' Association that had been received by the Board on June 13 and June 27 respectively and referred to the Finance Committee. Trustees agreed to consider the impact of the Ministry announcement of June 2, 2016 to redirect administrative savings through its regular budget process.

Recommendation: THAT the Board of Education receive this information.

5. Ministry Announcement on Transportation Funding

Mr. Uyeno provided Trustees with an overview of the recent funding announcement by the Ministry of Education which provides school districts with an additional \$14.7 million under the new Student Transportation Fund. Mr. Uyeno informed Trustees that the Burnaby School District's allocation is \$24,841 and staff will be submitting a plan by September 30, 2016 to the Ministry of Education, as required, outlining that funds will be used to continue supporting transportation services for students with disabilities.

Recommendation: THAT the Board of Education receive this information.

6. Adjournment

The Chair adjourned the meeting at 6:29 pm.