

BUILDINGS AND GROUNDS COMMITTEE
Reporting to Public Session, Tuesday, September 25, 2018

The Buildings and Grounds Committee met on Wednesday, September 19, 2018 at 5:38 pm. In attendance were: Trustees Larry Hayes (Chair), Meiling Chia and Baljinder Narang; DPAC Representative Calvin Taplay, Secretary-Treasurer Russell Horswill and Assistant Superintendent Roberto Bombelli.

1. Capital Projects Update

Mr. Russell Horswill, Secretary Treasurer, presented the September 2018 Capital Projects Report. The Committee was updated on: 1) Alpha Secondary and Armstrong Elementary seismic projects, 2) University Highlands, Cameron and Brentwood Park Elementary expansions projects; and, 3) Stoney Creek Community building envelope project. Discussions are ongoing with the Ministry of Education to receive project support for the Stride Avenue Community, Parkcrest Elementary, Seaforth Elementary, and Burnaby North Secondary seismic mitigation projects.

Recommendation: THAT the Board of Education receive this information.

2. Annual Facility Grant Update

Mr. Horswill updated the Committee on the status of the 2018 Annual Facility Grant project plan.

Recommendation: THAT the Board of Education receive this information.

3. Board Office Replacement Update

Mr. Horswill updated the Committee on progress made to replace the Administration Office located on Kincaid Street. The rezoning applications for the Schou and Kincaid sites have been submitted to the City of Burnaby. Architects have substantively completed the schematic design phase, which included consultation with staff to establish location and areas for all departments. Detailed design development will commence, resulting in the development of construction documents.

Recommendation: THAT the Board of Education receive this information.

4. SFU Stormwater Management Covenant Bylaw

Mr. Horswill presented the SFU Stormwater Management Covenant Bylaw and supporting agreement. The Committee discussed the need for the requirement and any potential effect it may have on the school site.

Recommendation: THAT the Board of Education approve the SFU Stormwater Management Covenant Bylaw at the September 25, 2018 Public Meeting.

5. Moscrop – Rainbow Sidewalk

Mr. Horswill presented to the Committee a request from Moscrop Secondary School to have a rainbow crosswalk installed on school property. The Committee discussed the issue.

Recommendation: THAT the Board of Education approve the painting of a rainbow crosswalk on district property at Moscrop Secondary School, as presented.

6. New Business

The Committee discussed the following new business items:

- a) Forest Grove Elementary garden – access to top soil offered by the City of Burnaby
- b) Kitchener Elementary – parent concern regarding drop-off and pick-up.
- c) Brentwood Park Elementary – installation of “pavement Patty” to raise awareness of speeding in school zones
- d) Various schools – installation of community signs on school fences
- e) RCMP report at the City of Burnaby Public Safety Committee on coordinated efforts to reduce vandalism during graduation period.

Recommendation: THAT the Board of Education receive this information.

7. Next Meeting

The date of the next Buildings and Grounds Committee meeting is to be determined.

8. Adjournment

The meeting was adjourned at 6:25 pm.

FINANCE COMMITTEE
Reporting to Public Session Tuesday, September 25, 2018

The Finance Committee met on Tuesday, September 18, 2018 at 5:39 pm. In attendance were Trustees Gary Wong (Chair), Baljinder Narang and Meiling Chia, Superintendent of Schools Gina Niccoli-Moen, Secretary-Treasurer Russell Horswill, Assistant Superintendents Roberto Bombelli, Heather Hart, Wanda Mitchell and Richard Per, Assistant Secretary-Treasurer Ishver Khunguray, Manger Financial Services Jacqueline Dairon and Manager of Finance and Budgets Matt Mydske.

There was no quorum present.

1. PricewaterhouseCoopers 2018 Year-End Report to Finance Committee

Mr. Russell Horswill, Secretary-Treasurer, introduced to the committee Mr. Andrew Clark, Engagement Partner, and Curtis Braun, Manager, 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, 2018 including audit, accounting and reporting matters.

Mr. Clark and Mr. Braun left the meeting at 5:57 pm.

Recommendation: THAT the Board of Education receive this information.

2. Draft 2017/2018 Audited Financial Statements

Mr. Ishver Khunguray, Assistant Secretary-Treasurer, presented the draft 2017/2018 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, 2018 reflect growth in student enrolment, increased revenues, underspend in some staffing categories due to vacancies and staff shortages and lower than projected employee benefit costs.
- The district ended the year in a strong financial position with a \$5.2 million unrestricted operating fund balance and \$7.1 million restricted operating fund balance.

A brief presentation of the 2017/2018 audited financial statements will be made at the September 25, 2018 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, 2018, as presented.

3. 2018/2019 Amended Budget Update

Mr. Richard Per, Assistant Superintendent, provided a preliminary update on enrolment for 2018/2019.

Mr. Horswill provided an update on the progress of the 2018/2019 Amended Budget discussing the impact of the enrolment update and other factors that will be affecting the Amended Budget.

Recommendation: THAT the Board of Education receive this information.

5. Adjournment

The Chair adjourned the meeting at 6:36 pm.