



# Memorandum

vancouver school board



Date: May 11, 2018  
To: Committee II - Planning and Facilities  
From: Jim Meschino, Director of Facilities  
Re: **2018/2019 Capital Plan - Update**

**ITEM 3**

## REFERENCE TO STRATEGIC PLAN:

### Goal 4: Provide effective leadership, governance and stewardship

#### Objectives:

- Effectively utilize school district resources and facilities.

## INTRODUCTION:

This report is for information only.

## BACKGROUND:

On March 26, 2018, the Vancouver School Board (VSB) received a letter from the Ministry of Education in response to its Annual Five Year Capital Plan Submission for 2018/19. This letter was included in the April Committee II meeting agenda along with accompanying information for bylaw approval. Following receipt of the letter, an amendment letter to the March 26 letter was received on April 9, 2018 (attachment A). The amending letter provided further information regarding the funding of Coal Harbor CC based on the proposed lease of the Roberts Annex school site as follows:

*“The Ministry is supporting the school district to accelerate the development of a PDR for a new Coal Harbour Elementary School based on the understanding that this project will be fully funded from Ministry of Education-restricted capital and/or school district local capital, derived from proceeds from an expected long-term lease at Lord Roberts Annex. No provincial capital is allocated to this project.”*

On April 20, 2018, the VSB received Call for Projects -Instructions from the Ministry of Education requesting submission of the 2019/2020 Capital Plan. The main difference between the prior year capital plan instructions and current year capital plan instructions is that a new category has been created for Playground Equipment Program (PEP). This will allow districts the opportunity to submit school playground replacement projects as well as Seismic Mitigation projects (SMP), Expansion or Replacement projects including land acquisition (EXP/REP), Carbon Neutral Action Plan projects (CNCP), Building Envelope projects (BEP), Safety Enhancement Projects (SEP), and Bus Replacement Projects (BUS).

Prepared by: J. Meschino

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**DISCUSSION:**

A draft Capital Plan will be included in the June Committee II agenda.

**RECOMMENDATION(S):**

This report is for information only. No action required by the board.



April 9, 2018

Ref: 202236

To: Secretary-Treasurer and Superintendent  
School District No. 39 (Vancouver)

**Re: Amendment No. 1 Ministry Response to the Annual Five-Year Capital Plan Submission for 2018/19**

This is an amendment to the letter sent on March 26, 2018 (Ref: 201086) in response to your School District's Annual Five-Year Capital Plan submission for 2018/19 that was sent to the Ministry on June 30, 2017, and provides direction as to the next steps for advancing your 2018/19 capital projects.

The Ministry 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)
- Building Envelope Program (BEP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Bus Acquisition Program (BUS)

The Ministry is pleased to advise you of support for advancing project development or delivery of the following capital projects for your School District for 2018/19:

<b>SCHOOL PROJECT(S)</b>			
<b>School Name</b>	<b>Program – Project Type – Project Description</b>	<b>Amount Funded by Ministry</b>	<b>Next Steps &amp; Timing</b>
Coal Harbour Elementary*	EXP – New School	To Be Confirmed by Ministry	Deliver final Project Definition Report by <b>November 30, 2018</b>
General Wolfe Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by <b>April 30, 2018</b> for future funding decision
Edith Cavell Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by <b>May 31, 2018</b> for future funding decision

**Ministry of Education**

Capital Management Branch  
Resource Management and Executive Financial Office Division

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Dr. George M. Weir Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by <b>July 31, 2018</b> for future funding decision
Lord Selkirk Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by <b>September 30, 2018</b> for future funding decision
Chief Maquinna Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by <b>September 30, 2018</b> for future funding decision
Lord Byng Secondary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by <b>October 31, 2018</b> for future funding decision
Sir Guy Carleton Community Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by <b>November 30, 2018</b> for future funding decision
Henry Hudson Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by <b>January 31, 2019</b> for future funding decision
Champlain Heights Elementary, Lord Byng Secondary, Thunderbird Elementary	SEP – Washroom – Washroom upgrades	\$515,000	Proceed to design, tender & construction and complete by March 31, 2019
Carnarvon Elementary, John Henderson Elementary, Point Grey Secondary, Prince of Wales Secondary, Vancouver Technical Secondary	SEP – Health and Safety – Roof barriers installation	\$100,000	Proceed to design, tender & construction and complete by March 31, 2019
Magee Secondary	SEP – Health and Safety – Fire alarm upgrade	\$176,000	Proceed to design, tender & construction and complete by March 31, 2019
Total Education (Brock Annex), Emily Carr Elementary, Livingstone Elementary, David Oppenheimer Elementary, Sir John Franklin Elementary, Lord Selkirk Elementary, Nootka Elementary, John Henderson Elementary, Queen Victoria Annex, Trafalgar Elementary	SEP – Electrical – Public announcement system upgrades	\$190,000	Proceed to design, tender & construction and complete by March 31, 2019

*\* The Ministry is supporting the school district to accelerate the development of a PDR for a new Coal Harbour Elementary School based on the understanding that this project will be fully funded from Ministry of Education-restricted capital and/or school district local capital, derived from proceeds from an expected long-term lease at Lord Roberts Annex. No provincial capital is allocated to this project.*

Additionally, the Final Project Definition Report for David Thompson Secondary, as requested by the Ministry in previous year's Capital Plan Response Letter, is overdue. Please provide this as soon as possible in order to ensure that Ministry staff can prepare to advance these projects for final funding decision in the coming months.

Follow-up meetings will be scheduled by your respective Regional Director or Planning Officer to confirm scope, schedule, budget and the terms of project approval for the projects listed above. **No work or expenditures may proceed without a signed Capital Project Funding Agreement (CPFA), Annual Program Funding Agreement (APFA), or other formal authorization from the Ministry.**

As a reminder, the requirement for the Boards of Education to adopt a Capital Bylaw for each individual capital project has been eliminated, and instead, the Board is to adopt a single Capital Bylaw for its approved 2018/19 Five-Year Capital Plan, in accordance with s. 143 of the *School Act*. For additional information, please visit the Capital Bylaw website at:

<http://www2.gov.bc.ca/gov/content/education-training/administration/resource-management/capital-planning/capital-bylaws>

With the 2018/19 Five-Year Capital Plan approvals now completed by the Ministry, you can expect to receive the Capital Plan Instructions for the upcoming 2019/20 Annual Five-Year Capital Plan submission process (with supplementary intake spreadsheets) by early April 2018. The deadline for those capital project submissions will be June 30, 2018, which will be considered for funding support by the Ministry for the 2019/20 fiscal year.

Should you have any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process, please do not hesitate to contact your respective Regional Director or Planning Officer at the [Capital Management Branch Contact List](#).

Sincerely,



Joel Palmer, Executive Director  
Capital Management Branch

pc: Ryan Spillett, Director Capital Projects, Capital Management Branch  
Michael Nyikes, Director Capital Programs & Policies Unit, Capital Management Branch  
Damien Crowell, Planning Officer, Capital Management Branch  
Lesley Ballman, Regional Director, Capital Management Branch  
Hailley Honcharik, Planning Officer, Capital Management Branch