



Memorandum

vancouver school board



Date: April 11, 2018
To: Committee II - Planning and Facilities
From: J. David Green, Secretary Treasurer
Re: 2018/19 Annual Capital Plan Bylaw

ITEM 2

INTRODUCTION

This report contains a recommendation.

BACKGROUND

On March 26, 2018, the Vancouver Board of Education (VBE) received a letter from the Ministry of Education, Executive Director, Capital Delivery Branch in response to the district's Annual Five-Year Capital Plan, School Enhancement Program and Carbon Neutral Capital-DDC Upgrade submissions (Attachment A). The letter provides instructions regarding advancing projects without the need for individual project bylaws.

Revisions to the Ministry's Bylaws and Annual Capital Plan submission procedures require a Capital Plan Bylaw for work to proceed (Attachment B).

RECOMMENDATION

IT IS RECOMMENDED THAT the Board enacts as follows:

The Capital Bylaw of the Board approved by the Minister that specifies the supported projects in the Ministry's letter of approval March 26, 2018 from the 2018/19 Capital Plan is hereby adopted.

This Bylaw may be cited as School District No.39 (Vancouver) Capital Bylaw No. 2018/19-CP-SD39-01

READ A FIRST TIME THE 30th DAY OF APRIL, 2018
SECOND TIME THE 30th DAY OF APRIL, 2018
READ A THIRD TIME, PASSED AND ADOPTED THE 30th DAY OF APRIL, 2018.

Attachment A – Ministry Response to the Annual Five-Year Capital Plan Submission
Attachment B – Capital Bylaw No. 2018/19-CP-SD39-01



March 26, 2018

Ref: 201086

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

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2018/19

This letter is 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:

SCHOOL PROJECT(S)			
School Name	Program - Project Type – Project Description	Amount Funded by Ministry	Next Steps & Timing
Coal Harbour Elementary	EXP – New School	To Be Confirmed by Ministry	Deliver final Project Definition Report by November 30, 2018
General Wolfe Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by April 30, 2018 for future funding decision
Edith Cavell Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by May 31, 2018 for future funding decision
Dr. George M. Weir Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by July 31, 2018 for future funding decision

Ministry of Education

Capital Management Branch
Resource Management and Executive Financial Office
Division

Mailing Address:
PO Box 9151 Stn Prov Govt
Victoria BC V8W 9H1

Location:
5th Floor, 620 Superior St
Victoria BC V8V 1V2

Lord Selkirk Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by September 30, 2018 for future funding decision
Chief Maquinna Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by September 30, 2018 for future funding decision
Lord Byng Secondary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by October 31, 2018 for future funding decision
Sir Guy Carleton Community Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by November 30, 2018 for future funding decision
Henry Hudson Elementary	SMP	To Be Confirmed by Ministry	Deliver final Project Definition Report by January 31, 2019 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

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

**CAPITAL BYLAW NO. 2018/19-CP-SD39-01
CAPITAL PLAN 2018/19**

A BYLAW by the Board of Education of School District No. 39 (Vancouver) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to sections 143 (2) and 144 (1) of the *School Act*.

WHEREAS in accordance with provisions of the *School Act*, the Minister of Education (hereinafter called the "Minister") has approved the Capital Plan of the Board.

NOW THEREFORE the Board agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute Project Agreement(s) related to the expenditures contemplated by the Capital Plan;
- (b) Upon ministerial approval to proceed, commence the Project(s) and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the Project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the Project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board for the 2018/19 Capital Plan as approved by the Minister, to include the supported project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent dated March 26, 2018, is hereby adopted.

This Bylaw may be cited as School District No.19 (Vancouver) Capital Bylaw No. 2018/19-CP-SD39-01.

READ A FIRST TIME THE 30th DAY OF APRIL, 2018;
READ A SECOND TIME THE 30th DAY OF APRIL, 2018;
READ A THIRD TIME, PASSED AND ADOPTED THE 30th DAY OF APRIL, 2018.

CORPORATE SEAL

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 39 (Vancouver) Capital Bylaw No. 2018/19-CP-SD39-01 adopted by the Board the 30th day of APRIL, 2028.

Secretary-Treasurer