



**Central Okanagan
Public Schools**
Together We Learn

**PLANNING AND FACILITIES COMMITTEE
PUBLIC MEETING
AGENDA**

Wednesday, March 4, 2020, 4:00 pm

School Board Office

1040 Hollywood Road S

Kelowna, BC

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

Pages

1. AGENDA

Additions/Amendments/Deletions

2. REPORTS/MATTERS ARISING

2.1 Planning and Facilities Committee Public Meeting Report - February 5, 2020

4

(Attachment)

3. PUBLIC QUESTION/COMMENT PERIOD

4. COMMITTEE MEMBERS QUERIES/COMMENTS

5. DISCUSSION/ACTION ITEMS

5.1 Review of School of Choice Bus Runs

9

(Attachment)

STAFF RECOMMENDATIONS:

THAT: The Planning and Facilities Committee recommends to the Board:

THAT: The Board of Education approve the continuation of the accommodation of French Immersion students travelling from École George Pringle Elementary to École Glenrosa Middle as eligible riders on a bus route for the 2020-2021 school year.

THAT: The Board of Education approve the elimination of the Upper Mission to École Dorothea Walker Elementary run on Route 320.

THAT: The Board of Education approve the elimination of the South Kelowna to École Casorso Elementary run on Route 314.

6. DISCUSSION/INFORMATION ITEMS

6.1 ALC Decision - Sports Fields for George Elliot Secondary and H.S. Grenda Middle Schools

11

(Attachment)

7. COMMITTEE CORRESPONDENCE

8. ITEMS REQUIRING SPECIAL MENTION

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

10. ITEMS FOR FUTURE PLANNING AND FACILITIES COMMITTEE MEETINGS

- School Bus Safety Including: Seat Belts

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

11. FUTURE PLANNING AND FACILITIES COMMITTEE MEETINGS

All meetings start at 6:00 pm unless otherwise noted.

April 1, 2020, May 6, 2020, June 3, 2020

August 19, 2020 at 4:00 pm (TBC)

October 7, 2020 and November 4, 2020

12. MEDIA QUESTIONS

13. ADJOURNMENT

CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT

**Planning and Facilities Committee
Public Meeting**

**Wednesday, February 5, 2020, 6:00 pm
School Board Office
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
Trustee N. Bowman
Trustee L. Tiede

Absent: Trustee A. Geistlinger

Staff: Mitch Van Aller, Director of Operations
Ryan Stierman, Secretary-Treasurer/CFO
Kevin Kaardal, Superintendent of Schools/CEO
Terry Beadury, Deputy Superintendent of Schools
David Widdis, Planning Manager
Michelle DesRochers, Executive Assistant (recorder)

Absent: Stuart Kamstra, Assistant Director of Operations

Partner Groups: Susan Bauhart, COTA President
Cherylee Morrison, COPAC Co-President
David Tether, CUPE President
Ryan Ward, COPVPA Middle School Member Liaison
Armaan Sidhu, DSC - Grade 11 at George Elliot Secondary
Myah Taylor, DSC - Grade 11 at George Elliot Secondary

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

AGENDA

February 5, 2020 Committee Agenda - approved as presented.

REPORTS/MATTERS ARISING

Planning and Facilities Committee Public Meeting Report - January 8, 2020

January 8, 2020 Committee Report - received as distributed.

PUBLIC QUESTION/COMMENT PERIOD

Sarah Neukomm: Ms. Neukomm expressed concerns regarding the proposed increase to transportation fees to \$450 per year and requested that the Committee reconsider the amount charged for transportation fees.

David Grabavac: Mr. Grabavac requested that the Committee review item number seven in 470R - Transportation Services Management (*Regulations*) regarding special education students and consider revisions to tighten up the language to ensure Special Needs busing doesn't get cut in the future.

The Superintendent of Schools/CEO clarified that it is the District's responsibility to provide special needs buses for those students who cannot ride on a regular school bus. The District's Student Support Services Department, in consultation with parents, determines who requires a seat on a special needs bus.

Kerri Robertson: Ms. Robertson commended the Steering Committee for recommending lower eligibility distances for elementary and middle schools. Ms. Robertson requested that the Committee consider a gradual increase to transportation fees.

COMMITTEE MEMBERS QUERIES/COMMENTS

The COTA President shared that a group of Rutland Middle School community members are wondering if one of the portable annexes located at OKM Secondary School or George Elliot Secondary School will be re-purposed at Rutland Middle School once OKM grade 8 students are redirected to Canyon Falls Middle School and the opening of H.S. Grenda Middle School.

The Director of Operations stated that the District will be reviewing and updating its Long-Term Facility Plan in the Fall of 2020 and will consider options for the portable annexes at that time.

DISCUSSION/ACTION ITEMS

Enhancement Agreement - École KLO Middle School - Modular Farm

The Director of Operations stated that the Board approved the Modular Farm project at École KLO Middle School, in principle, on September 25, 2019. The school has been working on total costs of the project and consulted with the École KLO Middle School PAC to request funds to cover the additional costs above and beyond the PC Charity Grant received. The École KLO Middle School PAC is requesting to enter into an Enhancement Agreement with the Board of Education and requests to borrow \$49,764 to assist with the fees and installation of the Modular Farm.

Outcomes:

The Planning and Facilities Committee recommended to the Board:

THAT: The Board of Education enter into an Enhancement Agreement with the École KLO Middle School PAC for a Modular Farm, outlined in Appendix B, as attached to the Agenda and presented at the February 5, 2020 Planning and Facilities Committee meeting.

THAT: The Board of Education approve a \$49,764 loan be provided to the KLO Middle School PAC to assist with the fees and installation of a Modular Farm, as attached to the Agenda and presented at the February 5, 2020 Planning and Facilities Meeting.

Annual Facility Grant (AFG) Plan for 2020/2021 through 2024/2025

The Director of Operations stated that the five year Annual Facility Grant (AFG) Plan is prepared annually and provided to the Board for approval. The proposed AFG Plan for 2020/2021 through 2024/2025 was outlined. Upon Board of Education approval, the Operations Department will assign staff to projects pending a future announcement of the Annual Facility Grant from the Ministry of Education.

Outcome:

The Planning and Facilities Committee recommended to the Board:

THAT: The Board of Education approve the Annual Facility Grant Plan for 2020/2021 through 2024/2025, as attached to the Agenda and as presented at the February 5, 2020 Planning and Facilities Committee Meeting.

Transportation Task Force Steering Committee Recommendations

The Secretary-Treasurer/CFO presented the work of the Transportation Task Force Steering Committee since its inception in 2019, highlighting the key findings from both surveys conducted in the Fall of 2019 and the Steering Committee's recommendations. The full presentation is posted on the Transportation Review Website.

Based on the key findings from both surveys, the Steering Committee recommended the following:

THAT: The Planning and Facilities Committee recommends to the Board:

THAT: The Board of Education set the transportation fee to \$450/year for each bus rider for the period effective July 1, 2020 to June 30, 2021.

THAT: The Board of Education approves the amendments to Regulation 425R – Student Fees (Regulations), as attached to the Agenda and presented at the February 5, 2020 Planning and Facilities Committee Meeting.

THAT: The Board of Education approves the rewrite to Regulation 470R – Transportation Services Management (Regulation) Guiding Principles for Transportation in Central Okanagan Public Schools, as attached to the Agenda and presented at the February 5, 2020 Planning and Facilities Committee Meeting.

The Committee discussed the Steering Committee's recommendations and requested that additional options, including fee amounts and eligibility limits, be provided for the Board's consideration at the February 12, 2020 Public Board Meeting.

7:41 pm: The COTA President left the meeting.

The Secretary-Treasurer/CFO stated that a delay to the transportation registration process may be required and this will be communicated to parents.

The Planning and Facilities Committee passed the following Motion:

THAT: The recommendations from the Transportation Task Force Steering Committee be referred to the February 12, 2020 Public Board Meeting for discussion.

Outcomes:

The Committee directed staff to provide additional options, including alternate fee amounts and eligibility limits, related to the proposed Transportation Task Force Steering Committee's recommendations for the Board to consider at the February 12, 2020 Public Board Meeting.

The Committee also agreed that any recommendations made at the February 12, 2020 meeting could be referred to a Special Planning and Facilities Meeting for final recommendations to the February 26, 2020 Public Board Meeting or be referred directly to the February 26, 2020 Public Board Meeting.

DISCUSSION/INFORMATION ITEMS

Fortis BC's New Construction Performance Program and Efficient Boiler Program

The Director of Operations shared that the District received \$241,871 from FortisBC's New Construction Performance Incentive Program due to Canyon Falls Middle School meeting requirements for the construction of a high performing, energy-efficient building. The District also received \$37,000 from FortisBC's Efficient Boiler Program for retrofitting three schools with energy efficient boilers (Anne McClymont Elementary School, Davidson Road Elementary School, and South Kelowna Elementary School). Staff will continue to explore new technologies and work with partner groups for future incentives.

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

February 12, 2020 Public Board Meeting

- Transportation Task Force Steering Committee Recommendations

Future Public Board Meeting

- Enhancement Agreement - École KLO Middle School - Modular Farm
- Annual Facility Grant (AFG) Plan for 2020/2021 through 2024/2025

ITEMS FOR FUTURE PLANNING AND FACILITIES COMMITTEE MEETINGS

- School Bus Safety Including: Seat Belts

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.

March 4, 2020, April 1, 2020, May 6, 2020, June 3, 2020

August 19, 2020 at 4:00 pm (TBC)

October 7, 2020 and November 4, 2020

MEDIA QUESTIONS

There were no members of the media present at the meeting.

ADJOURNMENT

The meeting adjourned at 7:55 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



Memorandum

Date: February 28, 2020
To: Planning and Facilities Committee
From: Ryan Stierman, Secretary-Treasurer/CFO

Action Item: Review of School of Choice Bus Runs

1.0 ISSUE STATEMENT

At the April 24, 2019 Public Board meeting, the Board of Education agreed that the special runs on routes 320 and 411 would be reviewed once the transportation review was completed.

2.0 RELEVANT BOARD MOTION/DIRECTION

Public Board Meeting – April 24, 2019

Main 19P-066

THAT: The Board of Education approve the following recommendation, subject to a full transportation review in the Spring of 2020: notwithstanding the previous motion, to support the viability of the new French Immersion programs on the Westside, to accommodate French Immersion students travelling from École George Pringle Elementary to Glenrosa Middle as eligible riders on a bus route.

Main 19P-068

THAT: The Board of Education approve the following recommendation, subject to a full transportation review in the Spring of 2020: continue rerouting Route 320 past École Dorothea Walker Elementary for the 2019-2020 school year.

Board Regulation 470R

Transportation will not be provided to a school or program of choice outside a student's English catchment area unless approved by the Board (e.g. French Immersion or locally developed courses).

2.0 BACKGROUND

The following three bus routes are operating to service students that attend a French Immersion program at a school other than their English catchment school:

- Route 314, which transports students from the South Kelowna area to École Casorso Elementary. A review of Board minutes cannot find an approval for this route, which has been operating for many years.
- Route 320, which is currently being rerouted to drop off French Immersion students at École Dorothea Walker Elementary.
- Route 411, which currently has a shuttle at the end of its route to take students from École George Pringle Elementary to Glenrosa Middle.

3.0 POINTS FOR CONSIDERATION

Currently, the District is paying the following costs for this additional service:

Route	Addtl Driver Hrs/Day	Addtl Kms/ Day	Driver Costs	Operating Costs	Total
314 (CAS)	1 hrs	30 kms	\$5,165	\$9,765	\$14,930
320 (DWE)	1.5 hrs	60 kms	\$7,748	\$19,530	\$27,278
411 (GMS)*	0 hrs	0 kms	\$0	\$0	\$0

*The shuttle run will continue to have capacity in the 2020-2021 school year and will be required to shuttle English students to GMS.

4.0 SECRETARY –TREASURER/CFO COMMENTS

The survey results from the Transportation consultation found that 70% of respondents were not in support of providing eligible service to schools of choice. It is important to ensure that all students that attend a school other than their school of choice are treated equally. The elimination of the two runs that solely serve school of choice students will enable these resources to be reallocated to provide a greater level of service to students that are eligible for transportation under Board policy.

The shuttle run from École George Pringle Elementary to École Glenrosa Middle is required to serve English catchment students and has capacity to accommodate the French Immersion students. This recommendation costs the District nothing, increases revenues and continues to support the viability a newer French Immersion program.

5.0 STAFF RECOMMENDATIONS:

THAT: The Planning and Facilities Committee recommends to the Board:

THAT: The Board of Education approve the continuation of the accommodation of French Immersion students travelling from École George Pringle Elementary to École Glenrosa Middle as eligible riders on a bus route for the 2020-2021 school year.

THAT: The Board of Education approve the elimination of the Upper Mission to École Dorothea Walker Elementary run on Route 320.

THAT: The Board of Education approve the elimination of the South Kelowna to École Casorso Elementary run on Route 314.



Memorandum

Date: February 28, 2020
To: Planning and Facilities Committee
From: Mitch Van Aller, Director of Operations
Prepared by: David Widdis, Planning Manager

Information Item: **ALC Decision – Sports Fields for George Elliot Secondary and H.S. Grenda Middle Schools**

1.0 RELEVANT BOARD MOTION/DIRECTION

Public Board Meeting – January 16, 2019

Main 19P-003

THAT: The Board approve the recommended Field Design Plan, including a track and field oval, for the sports fields located beside George Elliot Secondary School and the new H.S. Grenda Middle School;

AND THAT: Staff continue discussions with the District of Lake Country regarding joint use opportunities and future field development beside George Elliot Secondary School and the new H.S. Grenda Middle School.

2.0 BACKGROUND

The School District submitted an application in May 2019 to reconfigure the two undeveloped sports fields approved by the Agricultural Land Commission (ALC) Resolution #286/2013 and construct a gravel track around one field. The field development required the placement of 3500 m³ of fill on the Property. The resulting proposed and existing configuration of the four fields are as follows:

- A larger sports field with a proposed gravel track around its perimeter
- A second field will be a standard sized sport field
- Reconfigure the two proposed fields to standard sized sport fields.

The ALC considered two issues:

1. Is the new sports fields' configuration and the addition of the gravel track an appropriate use of the Property?
2. Is the placement of new fill an impact to the agricultural utility of the Property?

After consideration and discussion, the ALC approved the School District's request.

The funding for the H.S. Grenda Middle School does not include the development of the gravel track. The funding for the track will need to be considered in future budget discussions.

3.0 INFORMATION STATEMENT

The School District received the decision from the ALC on February 18, 2020 and that the School District is permitted to construct a gravel track on the fields shared by George Elliot Secondary School and H.S. Grenda Middle School.

4.0 APPENDIX

A. ALC Decision dated February 20, 2020



Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

February 18, 2020

ALC File: 58988

David Widdis
Central Okanagan Public Schools
DELIVERED ELECTRONICALLY

Dear David Widdis:

Re: Application 58988 to conduct a non-farm use in the Agricultural Land Reserve

Please find attached the Reasons for Decision of the Okanagan Panel for the above noted application (Resolution #68/2020). As agent, it is your responsibility to notify the applicant accordingly.

Review of Decisions by the Chair

Under section 33.1 of the *Agricultural Land Commission Act* (ALCA), the Chair of the Agricultural Land Commission (the "Commission") has 60 days to review this decision and determine if it should be reconsidered by the Executive Committee in accordance with the ALCA. You will be notified in writing if the Chair directs the reconsideration of this decision. The Commission therefore advises that you consider this 60 day review period prior to acting upon this decision.

Request for Reconsideration of a Decision

Under section 33(1) of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. The request must be received within one (1) year from the date of this decision's release. For more information, refer to *ALC Policy P-08: Request for Reconsideration* available on the Commission website.

Please direct further correspondence with respect to this application at ALC.Okanagan@gov.bc.ca.

Yours truly,

Claire Buchanan, Land Use Planner

Enclosures: Reasons for Decision (Resolution #68/2020)
Schedule A: Decision Map

cc: District of Lake Country (File: ALR2019-008)
58988d1



AGRICULTURAL LAND COMMISSION FILE 58988
REASONS FOR DECISION OF THE OKANAGAN PANEL

Non-Farm Use Application Submitted Under s. 20(2) of the *Agricultural Land Commission Act*

Applicant: Board of School Trustees of School District No.23
(Central Okanagan)

Agent: David Widdis

Property: Parcel Identifier: 007-094-701
Legal Description: Lot 2, Section 10, Township 20,
Osoyoos Division, Yale District Plan 4073, Except
Plan 26148 and Plan EPP17253
Civic: 10303 Bottom Wood Lake Road, Lake Country,
BC
Area: 8.8 ha

Panel: Gerald Zimmermann, Okanagan Panel Chair
Jim Johnson



OVERVIEW

- [1] The Property is located within the Agricultural Land Reserve (ALR) as defined in s. 1 of the *Agricultural Land Commission Act* (ALCA).
- [2] In 2013, Application ID 53273 was submitted to the Agricultural Land Commission (the "Commission") to place and operate three to four school sports fields, a paved parking lot, and associated paved driveway on the Property. The Proposal would support the development of a new middle school on the adjacent property, which is outside of the ALR. The Commission allowed the application because of the historic use of the Property as a golf course for over 30 years. The Commission approved four sports fields, a paved parking lot and associated paved driveway by Resolution #286/2013.
- [3] In 2018, School District 23 received funding to develop two out of the four approved sport fields (Fields 1 and 2) and to complete an environmental assessment of the Property. Following the environmental assessment and a review of the community recreational needs, a new configuration was proposed for the remaining two sports fields and a gravel track was proposed around Field 1. ALC staff determined the revised proposal to not be substantially compliant with Resolution #286/2013 and required a new Non-Farm Use application to be submitted.
- [4] Pursuant to s. 20(2) of the ALCA, the Applicant is applying to the Commission to reconfigure the two undeveloped sports fields approved by Resolution #286/2013 and construct a gravel track around Field 1 which will require the placement of 3500 m³ of fill on the Property (the "Proposal"). The resulting proposed and existing configuration of the four fields are as follows:
- Field 1 is a larger sports field with a proposed gravel track around its perimeter. The field has already been developed under Resolution #286/2013.
 - Field 2 is a standard sized sport field that has already been developed under Resolution #286/2013.
 - Field 3 and Field 4 are proposed (but not yet constructed) standard sized sport fields.



- [5] The first issue the Panel considered is if the new sports fields configuration (Field 3 and 4) and the addition of the gravel track around Field 1 is an appropriate use of the Property.
- [6] The second issue the Panel considered is if the placement of fill would impact the agricultural utility of the Property.
- [7] The Proposal was considered in the context of the purposes of the Commission set out in s. 6 of the ALCA. These purposes are:
- (a) to preserve the agricultural land reserve;
 - (b) to encourage farming of land within the agricultural land reserve in collaboration with other communities of interest; and,
 - (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of land within the agricultural land reserve and uses compatible with agriculture in their plans, bylaws and policies.

EVIDENTIARY RECORD

- [8] The Proposal along with related documentation from the Applicant, Agent, local government, and Commission is collectively referred to as the “Application”. All documentation in the Application was disclosed to the Applicant in advance of this decision.

EVIDENCE AND FINDINGS

Issue 1: Whether the new configuration of the sports fields (Field 3 and 4) and the addition of the gravel track around Field 1 is an appropriate use of the Property.

- [9] The Application indicates that the new configuration proposed for Fields 3 and 4 and the additional of the gravel track around Field 1, arise from a review of community recreational needs, and environmental and geotechnical constraints identified by the Environmental Assessment completed by the 2018 Calibre Geotechnical (the “Environmental Assessment Report”). The Environmental Assessment Report identified drainage as a major geotechnical issue on the Property. The Applicant states that the location of Field 3 falls



generally within the original configuration approved under Resolution #286/2013. The Application submits that Field 4 is proposed in a new location, beside Field 2, in order to minimize impacts to sensitive features, such as Vernon Creek located to the east of the Property.

- [10] The Panel confirms that the revised configuration of Fields 3 and 4 addresses geotechnical and environmental concerns on the Property. Additionally, the Panel finds that there are minimal differences in the size and location of Fields 3 and 4 between the previous configuration and the revised configuration. The Panel reviewed the application and recognizes that the addition of the gravel track around Field 1 addresses community recreational needs. Based on these factors, the Panel finds the use of the Property for the sports fields in the new configuration and the additional of the gravel track around Field 1 to be an appropriate use of the Property.

Issue 2: Whether the placement of fill would impact the agricultural utility of the Property

- [11] The Application indicates that 3,500m³ of fill has been placed on the Property for the development of Fields 1 and 2 and the future development of the gravel track. No additional fill will be brought onto the site for the gravel track. Fields 3 and 4 will be developed in the future, when funding is secured, and the recreational needs require it.
- [12] The Environmental Assessment Report indicates that fill material is needed to address site drainage for the sports fields. The Panel confirms that the historic use of the Property as a golf course has likely created topographic features that need to be filled to create a level playing surface and to ensure drainage. As such, the Panel finds that the placement of 3,500 m³ of fill is necessary for the creation of the sports fields and gravel track and would not impact the agricultural utility of the Property.
- [13] The Panel understands that additional fill will be needed for the construction of Fields 3 and 4 and reminds the Applicant that the placement of fill for the development of Fields 3 and 4 must be consistent with s. 20.3 of the ALCA and will require a Notice of Intent (NOI) be submitted to the Commission.



DECISION

[14] For the reasons given above, the Panel approves the Proposal subject to the following conditions:

- a. The number and location of the sports fields are in substantial compliance with Schedule A of this decision;
- b. A Notice of Intent is submitted to the Commission for any additional fill that may be required on the Property.

[15] This decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

[16] These are the unanimous reasons of the Panel.

[17] A decision of the Panel is a decision of the Commission pursuant to s. 11.1(5) of the ALCA.

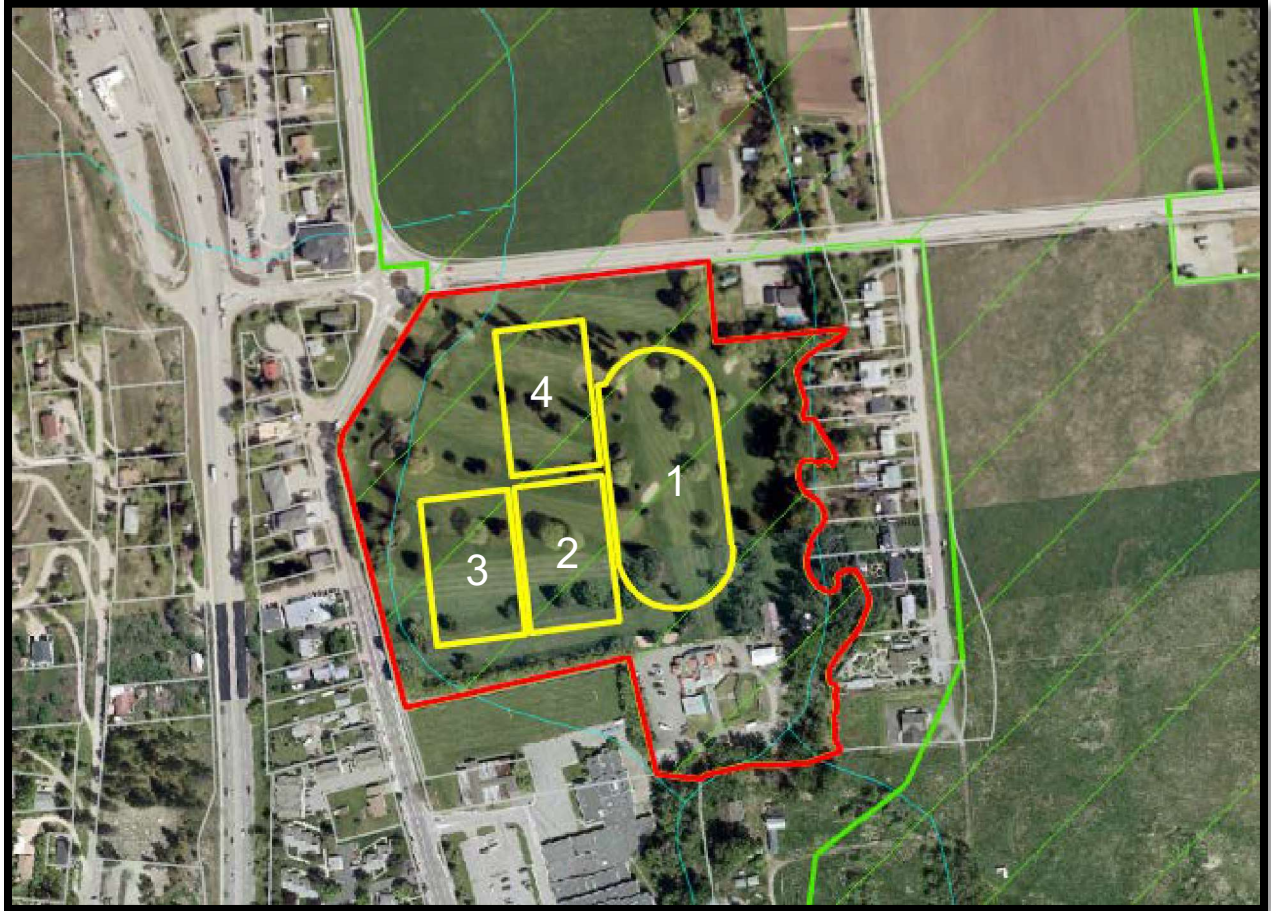
[18] Resolution #68/2020



Released on February 18, 2020

A handwritten signature in black ink, appearing to read 'G. Zimmermann', is positioned above the printed name.

Gerald Zimmermann, Panel Chair

On behalf of the Okanagan Panel



- | | |
|---|--|
|  | Approved Location for Sports Fields 1-4 (3 ha) |
|  | The Property |