



SCHOOL DISTRICT NO. 35 (LANGLEY)
REGULAR MEETING OF THE BOARD OF EDUCATION

AGENDA

Tuesday, January 25, 2022
7:00 p.m.
Microsoft Teams Virtual Meeting

Pages

1. AUDIO VISUAL RECORDING (WEBCASTING) OF REGULAR BOARD MEETING
2. CALL TO ORDER
3. REPORT FROM "IN CAMERA"
4. CONSENT AGENDA

Recommendation:

That the Board of Education adopts the consent agenda items as provided.

- | | | |
|--------|---|---------|
| 4.1. | <u>CONSIDERATION OF MINUTES</u> | 1 - 7 |
| 4.2. | <u>COMMITTEE REPORTS</u> | |
| 4.2.1. | <u>EDUCATION/STRATEGIC PLAN COMMITTEE</u> | 8 - 8 |
| 4.2.2. | <u>FINANCE AND FACILITIES COMMITTEE</u> | 9 - 9 |
| 4.2.3. | <u>POLICY COMMITTEE</u> | 10 - 10 |
| 4.3. | <u>SCHOOL DISTRICT COMMITTEE REPORTS</u> | |
| 4.3.1. | <u>ABORIGINAL / ya:ýəstəl' (Assistant Superintendent Moino)</u> | 11 - 12 |
| 4.3.2. | <u>EMERGENCY PREPAREDNESS (Assistant Superintendent Bunyan)</u> | 13 - 16 |
| 4.4. | <u>COMMUNITY COMMITTEE REPORTS</u> | |
| 4.4.1. | <u>CITY OF LANGLEY ADVISORY PLANNING COMMISSION (Trustee Coburn)</u> | 17 - 33 |
| 4.4.2. | <u>TOWNSHIP OF LANGLEY RECREATION, CULTURE AND PARKS ADVISORY (Trustee Tod)</u> | 34 - 38 |

5. CONSIDERATION OF AGENDA

Recommendation:

That the Agenda be approved as presented.

6. SUPERINTENDENT'S REPORTS

6.1. COVID-19 UPDATE

39 - 39

Recommendation:

That the Board of Education receives the update on COVID-19 for information, as presented.

6.2. ANTI-RACISM IN THE LANGLEY SCHOOL DISTRICT

40 - 41

Recommendation:

That the Board of Education receives the update on COVID-19 for information, as presented.

6.3. AMENDED DISTRICT CALENDARS 2022-2023 AND 2023-2024

42 - 44

Recommendation:

That the Board of Education approves the amended District Calendars for 2022-2023 and 2023-2024, as presented.

7. SECRETARY-TREASURER'S REPORTS

7.1. CAPITAL PROJECTS UPDATE

45 - 50

Recommendation:

That the Board of Education receives the report on Capital Projects 2021/2022 for information, as presented.

7.2. ANNUAL REVIEW OF TRUSTEE REMUNERATION

51 - 52

Recommendation:

That the Board of Education approves the increase of 4.8% effective January 1, 2022 based on the 12 month change in Canada Consumer Price Index (CPI) in accordance with board Policy #7, section 11 and to update the salaries in Policy #7, section 11.1 with the new salaries.

7.3. FINANCIAL UPDATE

53 - 56

Recommendation:

That the Board of Education receives the report on the Financial Update for information, as presented.

8. POLICY COMMITTEE

8.1. NOTICE OF MOTION RETURN - POLICY 17: ACCUMULATED OPERATING SURPLUS

57 - 59

Recommendation:

That the Board of Education approves Policy 17: Accumulated Operating Surplus, as presented.

9. NEW BUSINESS

10. TRUSTEE COMMENTS

11. QUESTION PERIOD

Due to the fact that public will be using an online platform for this Regular Board Meeting, the process for question period is as follows. The Board will not be taking questions from members of the public in real time. We encourage members of the public to please submit their questions by emailing feedback@sd35.bc.ca. Questions will be accepted up until one hour after the adjournment of the meeting. Board members or the appropriate staff will respond to the individual directly to acknowledge they've received the email within 24 hours. Thereafter, a response will be provided to the individual. The purpose is to ensure that those present in the audience have an opportunity to obtain clarification concerning business conducted during that meeting. Priority will be given to responding to one question per person before considering further questions from any individual.

The following will help the public develop questions for Question Period at a Board Meeting that is keeping with the goal of a respectful and focused meeting.

Questions:

1. Need to be directed to the Chair and not to staff;
2. Need to be related directly to the topic on the agenda;
3. Need to be succinct, focused and not be a statement;
4. May not be asked that are related to personnel or directed at an individual trustee;
5. May not be asked that are related to contract negotiations; and
6. The questioner shall provide their name so that it can be reflected in the minutes.

All of the above are directions provided for in Board Policy No. 7 - Board Operations. The Chair may answer, may defer to staff or indicate a question may not be in keeping with the above guidelines.

The Board appreciates the public's interest and wants to ensure a professional meeting is conducted, with Question Period focused on providing guests with the clarification they seek.

Trustees also welcome questions from members of the public apart from Question Period. Their contact information is available on the School District website.

I now call for questions from the public to be submitted by email.

12. ADJOURNMENT

Recommendation:

That the meeting be adjourned at __ p.m.



SCHOOL DISTRICT NO. 35 (LANGLEY)
REGULAR MEETING OF THE BOARD OF EDUCATION
MINUTES

Date: Tuesday, December 14, 2021
Location: Microsoft Teams Virtual Meeting

Trustees Present:	Rod Ross	Chairperson
	David Tod	Trustee
	Shelley Coburn	Trustee
	Suzanne Perreault	Trustee
	Tony Ward	Trustee
	Marnie Wilson	Trustee
	Charlie Fox	Trustee
 Staff Present:	 Gordon Stewart	 Superintendent
	Brian Iseli	Secretary-Treasurer
	Woody Bradford	Assistant Superintendent
	Mal Gill	Deputy Superintendent
	Shind Chand	Assistant Secretary-Treasurer
	Barry Bunyan	Assistant Superintendent
	Joanne Abshire	Communications Manager
	Judy Swanson	Executive Assistant
	Pol Babao	Technical Support Specialist 1
	Dale Vo	Technical Support Specialist 3
 Partner Groups:	 Houman Anasory	 CUPE 1851, President
	Raylene Schallock	CUPE 1260, President
	Tanya Kerr	LTA, President
	Graham Esplen	LTA, Vice-President
	Ellen Bornowsky	LTA, Vice-President
	Alicia Rempel	DPAC, President
	Darren Storsley	LTA, Vice-President
	Danica Hansen-Hughes	CUPE 1260, Vice-President
	Ryan Boyce	CUPE 1260, Representative
	Jeremy Lyndon	LPVPA President
	Kim Anderson	LPVPA Vice President
	Cheryl Davies	CUPE 1260 President

**Jennifer Johnson
Shelley Sondergaard**

**CUPE 1260 President
CUPE 1260 Representative**

Guests:

**Marcello Moino
Paul Trattle**

**Principal, Langley Secondary School
Principal, Simonds Elementary**

1. AUDIO VISUAL RECORDING (WEBCASTING) OF REGULAR BOARD MEETING

Those in attendance were informed that as per Policy No. 7 - Regular and Special Meetings of the Board may be streamed live, archived and accessed online. The Board reserves, at its sole discretion, via motion at any meeting, the right to not stream live or archive a meeting or a portion of a meeting. Further, the Board reserves the right to edit any recorded portion of a meeting.

2. CALL TO ORDER

The Board Chair called the meeting to order at 7:00 pm, and began the meeting with the introduction stating: "I would like to acknowledge that the Langley School District is located on the traditional, ancestral and unceded territories of the Matsqui, Kwantlen, Katzie and Semiahmoo First Nations. We gather here tonight in an understanding of the importance of ya:yəstəl' (**y-eye yes tel**) /sq'eq'ó yoyes (**sckecka y-eyes**) (working together) and náčəʔmat (**not sa mot**) /lets'emó:t (**let sa mot**) (**uniting** ourselves with one mind, one heart) to ensure that we support and inspire all learners to reach their full potential."

Chairperson welcomed everyone and introduced attendees.

3. REPORT FROM "IN CAMERA"

The Vice-Chair reported that the items discussed in the 'In Camera' meeting pertained to personnel.

4. CONSENT AGENDA

R21/12/14-01

Moved By: Trustee Fox

Seconded By: Trustee Tod

That the Board of Education adopts the consent agenda items as provided.

CARRIED UNANIMOUSLY

- 4.1 CONSIDERATION OF MINUTES
- 4.2 COMMITTEE REPORTS
 - 4.2.1 AUDIT COMMITTEE
 - 4.2.2 EDUCATION/STRATEGIC PLAN COMMITTEE
 - 4.2.3 FINANCE AND FACILITIES COMMITTEE
 - 4.2.3.1 AP 500: FINANCIAL PLANNING AND REPORTING
 - 4.2.4 POLICY COMMITTEE
 - 4.2.5 COMMUNICATIONS COMMITTEE
 - 4.2.6 HANDBOOK COMMITTEE
- 4.3 BOARD LIAISON COMMITTEE REPORTS
 - 4.3.1 DISTRICT PARENT ADVISORY COUNCIL (Trustee Ward)
- 4.4 SCHOOL DISTRICT COMMITTEE REPORTS
 - 4.4.1 LGBTQ (Assistant Superintendent Gill)
 - 4.4.2 INCLUSIVE EDUCATION (Assistant Superintendent Gill)
- 4.5 COMMUNITY COMMITTEE REPORTS
 - 4.5.1 CITY OF LANGLEY / SCHOOL DISTRICT NO. 35 LIAISON (Trustee Coburn)
 - 4.5.2 JOINT SCHOOL DISTRICT NO. 35 / TOWNSHIP OF LANGLEY MUNICIPAL LIAISON (Trustee Ross)
 - 4.5.3 TOWNSHIP OF LANGLEY RECREATION, CULTURE AND PARKS ADVISORY (Trustee Tod)

5. CONSIDERATION OF AGENDA

R21/12/14-02

Moved By: Trustee Fox

Seconded By: Trustee Wilson

That the Agenda be approved as presented.

CARRIED UNANIMOUSLY

6. SUPERINTENDENT'S REPORTS

6.1 SUPERINTENDENT'S UPDATE

R21/12/14-03

Moved By: Trustee Tod

Seconded By: Trustee Fox

That the Board of Education receives the verbal Superintendent's Update for information, as presented.

CARRIED UNANIMOUSLY

6.2 DISTRICT TRANSITIONS GOAL (FESL)

R21/12/14-04

Moved By: Trustee Perreault

Seconded By: Trustee Wilson

That the Board of Education receives the report on the District Transitions Goal for information, as presented.

CARRIED UNANIMOUSLY

7. SECRETARY-TREASURER'S REPORTS

7.1 BUDGET PROCESS AND TIMELINES 2021-2022

R21/12/14-05

Moved By: Trustee Perreault

Seconded By: Trustee Wilson

That the Board of Education approve the Budget Process and Timeline (2022/2023 Preliminary Operating Budget) as presented.

CARRIED UNANIMOUSLY

8. POLICY COMMITTEE

8.1 NOTICE OF MOTION RETURNS - POLICY 5 AND POLICY 6 (ROLE OF THE CHAIR AND
ROLE OF THE VICE-CHAIR)

R21/12/14-06

Moved By: Trustee Fox

Seconded By: Trustee Ward

That the Board of Education approves Policy 5: Role of the Chair, as presented.

CARRIED UNANIMOUSLY

R21/12/14-07

Moved By: Trustee Ward

Seconded By: Trustee Coburn

That the Board of Education approves Policy 6: Role of the Vice-Chair, as presented.

CARRIED UNANIMOUSLY

8.2 POLICY 17: ACCUMULATED OPERATING SURPLUS

R21/12/14-08

Moved By: Trustee Fox

Seconded By: Trustee Perreault

That the Board of Education serves Notice of Motion to the District's education community and its education partner groups that it intends to adopt the revisions to Policy No. 17: Accumulated Operating Surplus at the January 25, 2022 Regular Board Meeting.

CARRIED UNANIMOUSLY

9. TRUSTEE COMMENTS

Trustees thanked senior staff for their presentation this evening. Trustees shared much appreciation to Superintendent Gord Stewart's work in the District and wished him well in his retirement. A welcome to Mal Gill who will be taking the role of Superintendent. Best wishes to all students, parents and staff over the holidays.

10. QUESTION PERIOD

Due to the fact that public will be using an online platform for this Regular Board Meeting, the process for question period is as follows. The Board will not be taking questions from members of the public in real time. We encourage members of the public to please submit their questions by emailing feedback@sd35.bc.ca. Questions will be accepted up until one hour after the adjournment of the meeting. Board members or the appropriate staff will respond to the individual directly to acknowledge they've received the email within 24 hours. Thereafter, a response will be provided to the individual. The purpose is to ensure that those present in the audience have an opportunity to obtain clarification concerning business conducted during that meeting. Priority will be given to responding to one question per person before considering further questions from any individual.

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The Board appreciates the public's interest and wants to ensure a professional meeting is conducted, with Question Period focused on providing guests with the clarification they seek.

Trustees also welcome questions from members of the public apart from Question Period. Their contact information is available on the School District website.

The Chair called for questions from the public.

11. ADJOURNMENT

R21/12/14-09

Moved By: Trustee Coburn

Seconded By: Trustee Wilson

That the meeting be adjourned at 9:00 p.m.

CARRIED UNANIMOUSLY

TRUSTEE ROD ROSS

BOARD CHAIR

BRIAN ISELI, CPA, CMA

SECRETARY-TREASURER



Education/Strategic Plan Committee Report

January 11, 2022 Meeting

At the January 11, 2022 Education/Strategic Plan Committee Meeting, the committee received reports on the following topic:

- COVID-19 Update



Finance and Facilities Report

January 18, 2022 Meeting

At the January 18, 2022 Finance and Facilities Committee Meeting, the committee received the Secretary-Treasurer's report which covered the following topics:

- Financial Update to December 31, 2022
- Deficit Position and Revenue
- Amended Budget Update
- 2022/2023 Preliminary Budget Consultation Survey



Policy Committee Report

January 11, 2022 Meeting

At the January 11, 2022 Policy Committee Meeting, the committee had a discussion addressing the number of items on Policy Committee Meeting agendas. The committee also received reports on the following topics:

- Policy Committee Workplan
- Annual Board Development Plan
- Policy 13: Appeals Bylaw
- BCSTA AGM Submissions
- Board Self-Evaluation
- Policy 18: Transportation

Minutes of Meeting

October 15, 2021 10:00am via MS Teams

Attendees:

- | | |
|--------------------|---------------------|
| ▪ Brian Coleman | ▪ Lekeyten |
| ▪ Cheryl Gabriel | ▪ Mike Pue |
| ▪ Donna Robins | ▪ Suzanne Perreault |
| ▪ Janet Stromquist | ▪ Woody Bradford |
| ▪ Julie Allen | |
| ▪ Katie Pearson | |

Guests

- Carrie Mitchell
- Kim Anderson
- Colleen Harvie

Topics Discussed:

Presentation from Lynn Fripps Elementary

Kim Anderson, Principal at Lynn Fripps, shared about changing their school logo.

- The school would like to have the a school logo designed by an Indigenous artist and came to the table to seek some guidance from ya:yəstəl' going forward with process.
- It was shared that in the past, a request for proposals would go to the four local nations, and they would share with their artists
- ya:yəstəl' agreed that this same process should be followed
- ya:yəstəl' was also appreciative of the efforts of the school to develop a logo in a good way and honour the local communities within the work.

Presentation from Fort Langley Elementary

- Colleen Harvie, Principal at Fort Langley Elementary, shared the school's desire to bring Indigenous artwork and community connection back to the school and is seeking guidance from the table. There are a number of initiatives planned, including the creation of a new mural to replace an old one that had been painted over along with the creation of a house post for the front of the school.
- ya:yəstəl' appreciated the effort that the school is putting in to Indigenize spaces and bring the community together. They also shared that the request for proposals should follow the same process as discussed for Lynn Fripps Elementary.

Cancellation of the Christmas Family Gathering

Unfortunately, due to the ongoing COVID-19 pandemic and restrictions around gatherings, the program leadership felt it was best to cancel the family gathering and instead move ahead with Family Activity Bags, as was done last year.

Minutes of Meeting

November 19, 2021 10:00am via MS Teams

Attendees:

- Brian Coleman
- Cheryl Gabriel
- Donna Robins
- Janet Stromquist
- Julie Allen
- Katie Pearson
- Kelley Sears
- Lekeyten
- Mike Pue
- Suzanne Perreault
- Woody Bradford

Guests

- Carrie Mitchell

Topics Discussed:

Congratulations:

The table wants to share their congratulations with Woody Bradford on his appointment to the position of Deputy Superintendent and with Marcello Moino and Lisa Lainchbury, for being named as the new Assistant Superintendents.

Welcome:

ya:yəstəl' would like to welcome Kelly Sears to the table who is joining as the representative for waceya Metis Society.

Christmas Family Activity Bags

As shared at the last meeting, the Aboriginal Christmas Family Gathering has been cancelled and, in its place, the program is offering Christmas Activity Bags. At this point, we will be providing around 600 families with activity bags.

Half Masting of Flags:

The request from the Board of Education regarding guidance about the half-masting of flags was shared with ya:yəstəl'. The following guidance was shared from the table:

- First and foremost, decisions around these kinds of situations should be brought from the Trustees to the ya:yəstəl' table at the start of the process. This will allow all of us to work together (ya:yəstəl').
- The table felt that the request from the Board of Education should be taken to the leadership of each Nation. Members from the table will do this in the coming weeks.
- This will be revisited at the next meeting

Integrity, Excellence, Courage, Community

Attendees:

Barry Bunyan	SD35 Assistant Superintendent of Human Resources
Rod Ross	Board of Education – Trustee (Chair)
Neil Powell	LPVPA
Deah Paton	LPVPA
Jo Abshire	SD35 Communications Manager
Karen Wagner	SD35 Manager, Energy, Environment & Special Projects
Pamala Combs	DPAC

Regrets:

Megan Duke	SD35 Occupational Health and Safety Manager
Tanya Kerr	LTA President

Welcome/Opening:

Assistant Superintendent of Human Resources Barry Bunyan explained that he will be overseeing the committee now that Deputy Superintendent Mal Gill will be taking on his new role as Superintendent in January. Barry opened the meeting with an Aboriginal Acknowledgement. This is the rescheduled meeting from November which was postponed due to a weather-related emergency.

Barry provided an overview of the agenda.

- COVID-19 Update
 - Process
 - Structures for next year
 - Updated COVID Health & Safety
- WGSS Incident/SchoolMessenger
- District Coaching
- School Start Up
- Next Steps/Questions

Terms of Reference:

Barry presented the terms of reference and the group reviewed the terms together.

COVID-19 Update:

Barry provided a summary of school exposures dating from September to the present as well as explained the process of notifications in school. He gave further information on FHA's process for determining self-monitoring and self-isolation and the communications sent out. He and Communications Manager Jo Abshire confirmed that notifications will continue over winter break. She mentioned a COVID update would be provided to the community in a letter from the Superintendent later in the week.

Emergency Preparedness Committee

Minutes of Meeting

December 13, 2021 – 4:00pm

Room 210

Barry provided a summary of events related to the review of a potential vaccine mandate for staff. The Langley School District and Board's response was to have no vaccination mandate for this District. He went over some of the challenges and the reasons for the Board's decision to not bring in a mandate. Some other considerations included: existing vaccination rate in the community, disruption to school facilities, accommodations for staff, setting an example for the community, vaccines for students aged 5-11, and timeline for potential implementation. He explained the meetings with partner groups prior to the decision being made.

Question from Rod Ross regarding how schools are impacted when teachers and staff are away ill? Neil Powell and Deah Paton shared some thoughts based on their school experiences and how it really depends on the day. Barry further explained the process regarding callouts for TTOCs. He said there are more callouts now than in previous years and more spots are being filled but there is high demand. He commented on how the District prioritizes single building admin schools. There was a short discussion on functional closures which is a closure due to not enough staff to work and operate the school. Barry closed the COVID-19 update noting that COVID procedures and notifications are continuing in our schools.

WGSS Incident/SchoolMessenger:

Jo Abshire debriefed an incident at WGSS related to a small bathroom fire. She explained how emergency procedures were followed, everyone in the building evacuated, and were given approval from the fire department to re-enter the building after 45 minutes. This incident was highly visible and public as there was video of the fire on social media. She explained SchoolMessenger notification was not sent out, but a letter was sent home to families at the end of the day as per regular procedures. She said the incident prompted the District to review and develop guidance around using SchoolMessenger in emergencies which is ongoing. Considerations include "what is an emergency?" and "what emergency requires urgent SchoolMessenger communication?"

Jo gave an overview of the use of SchoolMessenger and how it has proven to be effective and successful. She provided a recent example of the use of the tool during recent school closures due to power outages. After sending notifications to families informing them of the school closures, only 16 families did not get the message and showed up to school. The reasons for this were related to parents not checking their email/websites and language barriers. The District will continue to review how it can make improvements.

Barry talked about admin procedures related to power outages. He explained the reason for keeping students in the school for power outages at 10 am. There are many factors to be considered to close a school for power outages.

Jo gave an overview of the SD35 Connect App which is a new multipurpose subscription-based app to help enhance communications in the Langley School District.

Emergency Preparedness Committee

Minutes of Meeting

December 13, 2021 – 4:00pm

Room 210

She provided the background on how it was a tool that was supposed to be launched prior to the pandemic but was postponed. The District has a plan to roll out this app in phases. The plan is to inform and train admins in January, then roll out to all staff, then to elementary families around or after spring break, followed by middle/secondary in September 2022. Secondary schools have their own app. The plan is to increase functions of the app for Secondary. She summarized the benefits of the app for students/families and staff.

Question from Pamala Combs clarifying the use of the apps at the secondary level?

Jo confirmed the apps that are currently used will continue. The long-term plan would be to merge functions onto the SD35 Connect App at some point in the future.

Communications Survey:

Jo shared some highlights from a Communications Survey which was shared with families in June. She outlined some of the key takeaways which included that families were pleased with communications overall (quality and quantity), text message is best for emergencies, and that there are language barriers for non-English speakers. The District will continue to review how it can make improvements.

District Coaching:

Barry explained that the School Board Office is the Emergency operations Centre. There are different roles at the School Board Office that make up the Emergency Operations Centre. The District is looking at a company/organization to do simulated exercises with School Board Office staff. Staff have been provided with roles and introductory information.

Question from Rod Ross asking if emergency simulations training should be mandated every year? The group discussed and agreed regular training is appropriate, but the frequency would need to be reviewed. The groups discussed how annual training would be too costly but every two years or more may be reasonable.

Barry noted all the schools have emergency equipment. All schools have all they require. Some schools have more and that's because the PACs have decided to enhance.

Question from Pamala Combs asking if there is a district equipment list? Barry responded with saying they will check with district staff for one, review inventory, see if schools need to be topped up, and confirm orders processed.

School Start Up:

Barry provided an overview of this year's school start up tasks. Schools have all completed their health and safety checklists and reviewed their Joint Health and Safety Committees at the start of the school year. There are several tasks and actions that need to happen every year and often guidelines can change, for example WorkSafe requirements. He reviewed a few of the requirements that needed to be done at all of our school sites (e.g. ventilation upgrades, different plans).

Emergency Preparedness Committee

Minutes of Meeting

December 13, 2021 – 4:00pm

Room 210

He then mentioned the Great Shakeout and shared a list of schools that signed up to take part.

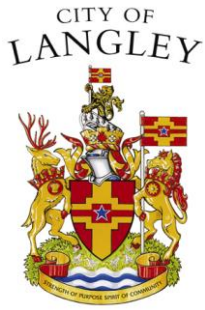
Next Steps/Questions:

Barry summarized some of the action items.

Question from Rod Ross about communications in earthquakes (down power and phone lines)?
Some members of the group confirmed the District has radios and will continue radio testing which should be done annually.

Rod Ross shared some final comments about potential future dykes failing in Fort Langley and how would the District respond. There was some discussion on lessons learned from other communities like Abbotsford that has experienced flooding.

Next meeting: January 31, 2022 at 4:00pm via Microsoft Teams.



**MINUTES OF THE
ADVISORY DESIGN PANEL**

HELD VIA VIDEO CONFERENCE

WEDNESDAY, OCTOBER 20, 2021 AT 7:00 PM

Present: Councillor Rudy Storteboom (Chair)
Councillor Nathan Pachal (Vice-Chair)
Wendy Crowe
Chad Neufeld
Mark Lesack
Garth White
School Trustee Rod Ross
Cst. Peter Mann
Cst. Kurt Hall

Absent: Rob Chorney
Scott Thompson
Ella van Enter
Clark Kavolinas

Staff: Carl Johannsen, Director of Development Services
Anton Metalnikov, Planning Assistant II
Kelly Kenney, Corporate Officer

Guest: Councillor Albrecht

Councillor Storteboom called the meeting to order noting that, as there wasn't a quorum, no decisions could be made until such time as there was a quorum.

He began by acknowledging that the land on which we gather is the traditional unceded territory of the Coast Salish people, including the Katzie, Kwantlen, Matsqui and Semiahmoo First Nations.

Consideration of Approval of the Agenda and the Minutes were tabled until such time as there was a quorum.

1) **DEVELOPMENT PERMIT APPLICATION 11-21 ZONING BYLAW**
AMENDMENT APPLICATION RZ 09-21OCP AMENDMENT
APPLICATION OCP 07-21

20120-20170 53A Avenue.

Carl Johannsen, Director of Development Services, introduced Anton Metalnikov, Planning Assistant II, who provided a brief overview of the application, noting that there was a variance requested for accessible parking stall lengths that had not been included in the staff report.

In response to questions from an ADP member, Mr. Johannsen and Mr. Metalnikov advised that:

- the City collects amenity contributions from developers that are used to fund capital improvements in the city; however, staff were not sure whether these funds could be used for a playground on a school site;
- under the current Zoning Bylaw the ratio of small car stalls to regular stalls is 40% of regular parking stalls.

The following individuals entered the meeting:

Tim Kroeker, Principal, Redekop Kroeker Development Inc.
Eric Poxleitner, Senior Principal, Keystone Architecture and Planning Inc.
Kyle Nagtegaal, Project Manager, Keystone Architecture and Planning Inc.

Mr. Kroeker presented the application, providing an overview of the building design with details on the following:

- Project data
- Context and precedent images
- Transit 10-minute radius map
- Site plan
- Parkade plan
- Floor plans
- Site sections
- Exterior elevations
- Rendered elevations
- Material board
- Northwest perspective rendering
- Northeast perspective rendering
- Southeast perspective rendering
- Planter sections

In response to questions from Panel members, Mr. Kroeker and Mr. Nagtegaal provided the following information:

- The bike storage and regular storage is combined; there is no separate bike storage
- There are security cameras in the parkade and first floor;
- The storage lockers are 4' wide x 6' deep x 9' high;
- The log play feature has been used in other developments as was well received;
- The wood detail has been kept just to the middle of the development to bring focus to the front entrance as it is a long building;
- They could consider extending the solarium to make it deeper;
- They will relocate the door to the amenity area and will look at what the best solution would be to make the entrance to the storage lockers accessible;
- All bedroom windows can be opened;
- The landscaping is all natural;
- Load sharing would be used so that multiple electric vehicles could be charged at the same time;
- Can show a drawing of how bike storage and regular storage uses would be combined in one storage space;

In response to a questions from a Panel member, Mr. Metalnikov advised that:

- The developer is required to provide 5.67 cubic metres of storage space per unit, some of which is being provided in the unit and some in the parkade;
 - Not all of the storage areas are being built to provide bike storage as the current Zoning Bylaw only requires 0.5 spaces per unit; however, this requirement will likely be increased in the new Zoning Bylaw.
-
- A traffic management plan will be submitted to the City as part of the requirements when applying for the building permit; the intention is for trades to park on the frontage of the project side and once the parkade is completed, it will be utilized for trades parking;

Scott Thompson entered the meeting at 7:56 pm, which provided a quorum for the meeting.

- An enlarged view of the combined storage space could be shown on the unit plans to demonstrate how that space could be utilized for both regular and bike storage. Mr. Johannsen noted that the current Zoning Bylaw requires 0.5 bike spaces per unit and the applicant has chosen to provide 1.0 spaces per unit; the new Zoning Bylaw will be looking to provide a more efficient approach for bike parking to allow for combined storage uses.

- Some of the features that will help reduce the heat island effect are a white reflective roof, and planting medium that will facilitate on-site water collection;
- Accessible visitor parking stalls are located in the parkade which will provide protection from the elements and level access to the elevator; there are no exterior accessible parking stalls;
- There is a curb relief in front of the building that can be used for pick-ups and drop-offs. Mr. Johannsen further advised that there is a loading space in front of the building that could be used for quick pick up and drop off and that the entire 53A Ave. frontage will be open to open street parking, with the exception of any curb bulges.

Mr. Kroeker, Mr. Poxleitner, and Mr. Nagtegaal left the meeting.

Approval of the Agenda and Minutes were taken from the table and considered at this time.

2) **APPROVAL OF AGENDA**

It was MOVED and SECONDED

THAT the agenda for the October 20, 2021 Advisory Design Panel be approved.

CARRIED

3) **APPROVAL OF MINUTES**

It was MOVED and SECONDED

THAT the minutes of the September 15, 2021 Advisory Design Panel be approved as circulated.

CARRIED

It was MOVED and SECONDED

THAT

1. The ADP receive the staff report dated October 8, 2021 for information; and
2. The ADP recommends the applicant give further consideration to the following prior to the application proceeding to Council:
 - a. Consider play structure (i.e. for 2-to-5-year age range) or additional landscaping in lieu of log structure;
 - b. Increase number of larger trees on podium level;
 - c. Consider extending edge of amenity solarium to the south;
 - d. Update entry points to amenity room and storage lockers to improve accessibility and usability (not form and character); and
 - e. Show combined bike and storage configuration examples on drawings (not form and character).

4) DEVELOPMENT PERMIT APPLICATION DP 10-21 ZONING BYLAW AMENDMENT APPLICATION RZ 08-21OCP AMENDMENT APPLICATION OCP 06-21

5364-5380 198 Street & 19824 54 Avenue.

Anton Metalnikov, Planning Assistant II, provided a brief overview of the application.

In response to a question from a Panel member, Mr. Metalnikov advised that once the new Zoning Bylaw was in place the properties currently under CD Zones would be rezoned to the new standard zones.

The following individuals entered the meeting:

Harman Virk, Managing Director, Sync Properties

Rajan Dhanowa, Managing Director, Sync Properties

Denitsa Dimitrova, Senior Landscape Designer, PMG Landscape Architects

Eric Poxleitner, Senior Principal, Keystone Architecture and Planning Inc.

Kyle Nagtegaal, Project Manager, Keystone Architecture and Planning Inc.

Mr. Nagtegaal presented the application, providing an overview of the building design with details on the following:

- Project data
- Context data and precedent images
- Aerial view
- Transit 10-minute radius map
- Site plan
- Shadow Study
- Floor Plans
- Streetscapes
- Exterior elevations
- Material board
- Renderings
- 54th Street perspective
- 198 Street perspective

Ms. Dimitrova provided details on the landscape design for the development.

In response to questions from Panel members, Mr. Nagtegaal and Mr. Poxleitner provided information on the following:

- The units are gated with a decorate gate;
- The path to each unit is about 2m;
- The lighting for the development will be in compliance with City requirements and CPTED principles;
- The location of the mailboxes hasn't yet been decided but will either be on a pad or by the bike stalls at the entry to the development;
- The applicant did review options for bringing in different colours for different buildings to differentiate them, but it ended up creating a busy streetscape so it was decided to go with a monochromatic design;
- The depth of the window trim will be between 6 to 8 inches;
- The upturns on the ends of the units weren't intended to increase the scale or massing but rather to create some diversity in the form to differentiate one unit from the other;
- The width of the walkway through the development from east to west is 4 ft. in width;
- The driveway letdowns on 198 Street will be addressed when the application reaches the civil design stage as part of standard;

Mr. Metalnikov and Mr. Johannsen provided further information, advising that:

- the driveway letdowns shown on the landscape plan were provided more for illustration purposes and it is assumed that as part of the civil design review, will be replaced with the

standard street section contained in the new Design Criteria Manual which involves two travel lanes, two parking lanes and a tree strip and a multi-use pathway;

- there is no requirement for an outdoor amenity area.
- The applicant can review its design to see how to add warmth and character and individuality between the units;
- While this development is being built, access on 53 Ave. will be used for the neighbouring property to the south, but once the development is complete, the intention is to install bollards so that access may only be for the residents of the development;

Mr. Johannsen clarified that the overall concept is to enable primary access for both developments to 54 Ave. by providing a lane connection to the Bryden Landing project and that staff are still determining the timing for having the 53 Ave. access bollarded; in the longer term, the access to 53A Ave. will be open to traffic once that area redevelops, but in the short term, if this project is approved, there will be no vehicle access to this site from 53 A. Ave., only pedestrian and cycle access.

- The height of the retaining wall for buildings 3, 4, and 5 on 198 St. will range from as low as .3 of a metre to 1.2 metres;
- The fence between adjoining units will be 0.1 metre high;
- The east side will have a 1-metre-high hedge;
- In order to assist first responders, the applicant can ensure that there is addressing of the units on the drive aisle side and can look at using a strobe or other unique light to identify for first responders the unit through which they are to enter.

Mr. Virk, Mr. Dhanowa, Ms. Dimitrova, Mr. Poxleitner, and Mr. Nagtegaal left the meeting.

The Panel compiled a list of recommendations for the applicant.

It was MOVED and SECONDED

THAT

3. The ADP receive the staff report dated October 12, 2021 for information; and
4. The ADP recommends the applicant give further consideration to the following prior to the application proceeding to Council:
 - a. Utilize a richer, warmer palette of colours and tones and materials across the townhouse units/groupings, i.e. wood accents;
 - b. Increase/accentuate articulation on building faces to differentiate massing and floorplate of individual units (step/stagger the units in plan view);
 - c. Consider updating the rooflines at the ends of the townhouse groups to reduce apparent massing;
 - d. Increase width of east-west sidewalk through site and use distinct paving pattern to highlight sidewalk location across driveway;
 - e. Ensure clear site lines for accessible parking space near 54 Avenue;
 - f. Ensure addressing enables efficient emergency response access;
 - g. Install 6-foot durable privacy fence along east property line; and
 - h. Consider additional taller landscaping to provide some screening of patios from 198 Street for TH3 Block.

5) NEXT MEETING:

November 10, 2021.

6) **ADJOURNMENT**

It was MOVED and SECONDED

THAT the meeting adjourn at 9:24 pm.

CARRIED



ADVISORY DESIGN PANEL CHAIR



DIRECTOR OF DEVELOPMENT SERVICES



**MINUTES OF THE
ADVISORY DESIGN PANEL**

HELD VIA VIDEO CONFERENCE

**WEDNESDAY, NOVEMBER 10, 2021
AT 7:00 PM**

Present:	Councillor Rudy Storteboom (Chair) Councillor Nathan Pachal (Vice-Chair) Rob Chorney Wendy Crowe Mark Lesack Chad Neufeld Scott Thompson Ella van Enter School Trustee Shelley Coburn Cst. Peter Mann Cst. Daniel Leung
Absent:	Clark Kavolinas Garth White
Staff:	Carl Johannsen, Director of Development Services Roy Beddow, Deputy Director of Development Services Anton Metalnikov, Planning Assistant II Kelly Kenney, Corporate Officer

Councillor Storteboom called the meeting to order and began by acknowledging that the land on which we gather is the traditional unceded territory of the Coast Salish people, including the Katzie, Kwantlen, Matsqui and Semiahmoo First Nations.

1) AGENDA

Adoption of the November 10, 2021 agenda.

It was MOVED and SECONDED

THAT the agenda for the November 10, 2021 Advisory Design Panel be approved.

CARRIED

2) **MINUTES**

Adoption of minutes from the October 20, 2021 meeting.

It was MOVED and SECONDED

THAT the minutes of the October 20, 2021 Advisory Design Panel be approved as circulated.

CARRIED

3) **DEVELOPMENT PERMIT APPLICATION 13-21**
ZONING BYLAW AMENDMENT APPLICATION RZ 10-21
OCP AMENDMENT APPLICATION OCP 09-21

19701-19729 55A Avenue.

Mr. Anton Metalnikov, Planning Assistant II, provided a brief overview of the Development Permit application.

Mr. Johannsen advised that the new OCP will be considered for adoption at the next Regular Council meeting. Should Council adopt the new OCP, the OCP amendment for this application will no longer be necessary.

The following individuals entered the meeting:

Vikas Sharma, Managing Director, Saiya Developments
Bronwen Jones, Senior Landscape Architect, PMG Landscape Architects
Eric Poxleitner, Sr. Principal, Keystone Architecture & Planning
Kyle Nagtegaal, Project Manager, Keystone Architecture & Planning

Mr. Nagtegaal presented the application, providing an overview of the development with details on the following:

- Project data
- Context
- Aerial view
- Transit 10-minute radius map
- Site plan

Ms. Jones provided details on the landscape and outdoor amenity plan.

Mr. Nagtegaal provided information on the following:

- Shadow study
- Parkade plan
- Floor plans
- Streetscapes

- Site sections
- Exterior elevations
- Material board
- South elevation rendering
- North elevation rendering
- Main building entrance
- Amenity entrance

Panel members provided feedback on the form and character of the development.

In response to questions from Panel members, Mr. Nagtegaal provided the following information:

- the existing townhouses are ground entry; future townhouses wouldn't have underground parking as they would be on a raised podium;
- the applicant will look at how residents can access the lawn areas to the south and east from the outside;
- the applicant will look into whether some of the underground parking stalls can be reconfigured in order to create a more direct walkway to the elevator ;
- can reconfigure a parking space to allow the bike storage to be closer to the elevator;
- there are rough-ins for EV chargers in all the parking stalls and adding rough-ins for EV chargers in the bike storage room to accommodate e-bikes would be doable;
- the applicant won't be considering having a work station in the bike storage room;
- the visitor parking will not have an enclosure around it so will be unsecured parking;
- security cameras will be placed on-site;
- mail boxes will be located in the lobby.

Staff advised that:

- it was feasible to build a townhouse development or apartment building on the two properties to the west;
- another proposed development in the city which has a slightly smaller footprint than this development is able to accommodate up to a six storey apartment;
- the majority of the townhouses surrounding this development have been developed in the last 5 to 10 years and are three-storey ground-oriented entries;
- many of the existing townhouses have been developed with less density than the current zoning allows;

- the entire block is either under construction or in the development application stage; there are only two properties to the west that are undeveloped.
- this development has the required 6m setback and there will be a 4.5m separation for the backyard areas of the townhouse development;
- the minimum setback distance between multi-family buildings is 10 to 12m;
- the new 80m frontage for this development will double the amount of on-street parking available with the current frontage.

Mr. Sharma, Ms. Jones, Mr. Poxleitner, and Mr. Nagtegaal left the meeting.

Panel members provided further feedback on the proposed development including a concern that the height of the development was out of context in relation to the surrounding developments.

Staff advised that:

- they had requested the applicant sink the parkade further down which the applicant is currently investigating with their geotechnical engineer;
- they can work with the applicant to make sure there are plantings along the concrete walls to provide a visual screening there; and
- the OCP land use for this area permits townhouses and apartment buildings up to 6 storeys, and the area includes an existing mix of townhouses and apartment buildings. The 56 Avenue frontage to the north may also accommodate future apartment buildings up to 6 storeys, as this corridor redevelops over time.

The Panel compiled a list of recommendations for the applicant.

It was MOVED and SECONDED

THAT

1. The ADP receive the staff report dated November 1, 2021 for information; and
2. The ADP recommends the applicant give further consideration to the following prior to the application proceeding to Council:
 - a. Review maintenance access to outdoor patios;
 - b. Review need/design of pergola in amenity area (shaded area);
 - c. Improve access between north parking space/aisle area and elevators in parkade;
 - d. Review access to bike storage area to improve access between bike storage and elevators in parkade;

- e. Consider increased e-bike use and bike maintenance in the design of the bike storage area.
- f. In response to questions from Panel members, Mr. Veenhoven provided the following information:

Opposed: Mark Lesack

**4) DEVELOPMENT PERMIT APPLICATION DP 12-21
LAND USE CONTRACT DISCHARGE APPLICATION LUC 01-21
OCP AMENDMENT APPLICATION OCP 08-21**

20785 Fraser Highway.

Mr. Anton Metalnikov, Planning Assistant II, provided a brief overview of the Development Permit application.

Mr. Johannsen advised that the new OCP will be considered for adoption at the next Regular Council meeting. Should Council adopt the new OCP, the OCP amendment for this application will no longer be necessary.

In response to a question from a Panel member, Mr. Metalnikov advised that, although the City doesn't currently have any formal permeability requirements in the Zoning Bylaw, the Engineering Department does have storm drainage requirements, in particular, any new development is required to maintain on-site filtration at the existing level i.e. no additional drainage into the existing system.

The following individuals entered the meeting:

Luc Gosselin, CEO, Whitetail Homes
Gerald Minchuk, Development Manager, Whitetail Homes
Martin Veenhoven, Senior Project Manager, Keystone Architecture and Planning Inc.
Tyler Tsang, Project Coordinator, Keystone Architecture & Planning

Mr. Veenhoven presented the application, providing an overview of the building design with details on the following:

- Project data
- Context
- Aerial view
- Transit 10-minute radius map
- Site plan
- Landscape Plan
- Shadow Study
- Parkade plan
- Floor Plans
- Roof Plan

- Site sections
- Exterior elevations
- Material board
- Renderings

Panel members provided feedback on the form and character of the development.

In response to questions from Panel members, Mr. Veenhoven provided the following information:

- no thought was given to creating a two-story amenity room as there would be no real benefit to the use of that as there would have to be an internal stair connecting the two spaces; however, the top floor indoor and outdoor amenity spaces are connected;
- the signage for the commercial tenants is on the face of the arcade;
- the narrow walkway to the open plaza could be widened and some windows incorporated into the walls in order to address security concerns;
- the sharpness of one of the corners of the building was required to facilitate larger residential units given the site constraints;
- with respect to storm water management on the site, underneath the ramps at the back of the building there will be a detention tank for 150 cubic m of water storage which will be discharged at a controllable rate into the system;
- acknowledged that there is little green space in the development as this wasn't a City requirement;

Mr. Johannsen noted that in response to the City's request, the applicant had added potted trees and planters on the 2nd floor amenity deck as well as the roof and suggested that perhaps raised planters could be placed in parking areas and the plaza to incorporate more greenery.

- they will have to wait to see what kind of retail tenants will be leasing the space in order to determine where ramps to the elevated walkway should be placed;
- because the Fraser Hwy. side of the building has a wider walkway, the applicant didn't think it was necessary to do a façade there like the one on 208 St., but can consider doing that;
- the applicant can look at opportunity to accommodate wider stairs on 208 St. or Fraser Hwy. to address security concerns;
- the applicant can look at working with the City to extend the plaza out farther to improve the quality of the plaza space;
- primary access to the commercial retail units will be from the street;
- can discuss with the applicant the possibility of having a signage program for retail tenants;

- there are two elevators;
- can identify storage spaces in the units on the plans;
- the space identified at the northwest corner of the plan has no specific purpose at the moment, but could be used for offloading for commercial; and
- bike parking inside would be just for residents; outside are publicly accessible bike racks; the applicant can look at possibility of having some control device for certain hours to access public bike rack storage.

Staff advised that:

- in accordance with the new Subdivision and Servicing Bylaw, a wider street tree strip will be added in front of the building on both Fraser Highway and 208 Street;
- on street parking has been maintained on 208 St. and Fraser Hwy. so the commercial retail units will be accessible directly from the street.

In response to a request from the Chair, Mr. Minchuk outlined the tenant relocation process and communication strategy.

Mr. Gosselin, Mr. Minchuk, Mr. Veenhoven, and Mr. Tsang left the meeting.

Discussion ensued regarding the look of the building, the fact that some of the drawing perspectives require updating, and the fact that given that this will be one of the first redevelopments in this area in 30 to 40 years, and the OCP calls for buildings up to 12 stories, the character of this area is going to change substantially as the City densifies and grows over time, and consistent with the new OCP density and design policies and guidelines.

The Panel compiled a list of recommendations for the applicant.

It was MOVED and SECONDED

THAT

3. The ADP receive the staff report dated November 3, 2021 for information; and
4. The ADP recommends the applicant give further consideration to the following prior to the application proceeding to Council:
 - a. Modify the east breezeway to improve sightlines, safety (close or widen breezeway, adding windows, no hiding spots);
 - b. Add tree strip and frontage details on 208 Street;
 - c. Update perspective rendering on Fraser Highway (show true width);
 - d. Consider updating columns on balconies above brick façade;

- e. Consider updating the corner façade design (geometry/angles);
- f. Use green roof / reflective roof components;
- g. Add additional landscaping areas in parking area and amenity areas, where possible;
- h. Consider more ramps to get to CRU/FCL level (in lieu of stairs);
- i. Consider articulating CRU façade along Fraser Highway (i.e. insets);
- j. Consider updating the stair access to the breezeway (widen stairs, potentially adjust lobby area to bring entrance to be more visible from one of the streets/create a grander residential entry);
- k. Consider adjusting ramp design to better integrate plaza and CRU;
- l. Carry the brick treatment across the Fraser Highway façade at a more consistent level, utilize a richer brick texture;
- m. Ensure CRUs are primarily accessible from street-side;
- n. Consider the use of hanging CRU signs in arcade;
- o. Show storage details in drawings.

5) **NEXT MEETING**

December 8, 2021.

6) **ADJOURNMENT**

It was MOVED and SECONDED

THAT the meeting adjourn at 9:46 pm.

CARRIED



ADVISORY DESIGN PANEL CHAIR



DIRECTOR OF DEVELOPMENT SERVICES



RECREATION, CULTURE, AND PARKS ADVISORY COMMITTEE

December 8, 2021 at 7:00pm
Via Zoom

MINUTES

Present:

E. Erickson (Community Co-Chair)
Councillor E. Woodward (Council Co-Chair)

K. Ludlam and J. Wilkins

Guest:

J. Sleiman, Fraser Valley Regional Library

School Board Representative:

D. Tod

Staff:

R. Stare, Acting Director, Recreation
P. Tulumello, Director, Arts, Culture, and Community Initiatives
K. Stepto, Recording Secretary

A. APPROVAL AND RECEIPT OF AGENDA ITEMS

1. Recreation, Culture, and Parks Advisory Committee – December 8, 2021

Moved by J. Wilkins,
Seconded by K. Ludlam,
That the Recreation, Culture, and Parks Advisory Committee approve the
agenda and receive the agenda items of the December 8, 2021 meeting.
CARRIED

B. ADOPTION OF MINUTES

1. Recreation, Culture, and Parks Advisory Committee – October 13, 2021

Moved by K. Ludlam,
Seconded by J. Wilkins,
That the Recreation, Culture, and Parks Advisory Committee adopt the Minutes
of the October 13, 2021 meeting.
CARRIED

C. DELEGATIONS AND PRESENTATIONS

1. Library Services

J. Sleiman, Library Manager, provided an update on the Fraser Valley Regional Library.

She commented that many of the changes that have been implemented for the pandemic will remain in place because they were so well received. These changes include:

- Earlier opening hours;
- FVRL Express (curbside pickup);
- Digital library cards;
- “Take and Make” bags (craft bags);
- Online programming (interactive and recorded available)

There has been an increase in the use of online collections (ebooks, audio books, emagazines, data bases etc.). The physical collection is still going strong as well with “Grab and Go” bags and “Book Club Sets being very popular. In-person programming such as knitting groups and school tours have started again but are dependent on the current health orders. FVRL is collaborating with partners in the community to present the “Library Champions” program which engages newcomers to familiarize them with library services. The also collaborate with the Langley Literacy Network, Langley Seniors Centre, Community Services, and New Directions to offer programming and services. Changing the name of the Walnut Grove Library to the Dean Drysdale Library was well received and the Brookwood library renovations are progressing well with the hopes of being complete by the end of February.

D. REPORTS

1. Council Co-Chairperson’s Report

E. Erickson thanked those members whose terms have ended for their input and involvement on the committee over the years.

E. CORRESPONDENCE

F. WORK PROGRAM

1. Capital Projects

R. Stare provided an update on some of the facility projects and upgrades at the four main recreation centres in the Township. The following information was provided:

F. WORK PROGRAM

WC Blair Recreation Centre:

- MCC Replacement (electrical controls) – moved and upgraded;
- Zone 1 and 4 renovations: Studios, meeting rooms and pre-school;
- Hot Tub UV – better efficiency, less chemicals;
- Wave Pool Generator – replacement due to failure at the end of its life;
- AHU 2 Replacement;
- Boiler Ventilation Upgrade – to prevent premature failure;
- Sauna Renovation; and
- Facility Expansion 2022 – combine weight room and fitness area into one and adding a steam room.

George Preston Recreation Centre:

- Emergency Generator in main bowl;
- Domestic Hot Water Replacement – end of life;
- Arena Header Trench Replacement – piping was original;
- Exterior safety upgrades – improved lighting; and
- Plant Safety Upgrades.

Aldergrove Credit Union Community Centre:

- Arena pressurization – building balancing;
- Lifeguard Shower Tiling – per floor safety;
- Tidal Pool and Lazy River painting.

Walnut Grove Community Centre:

- Security Upgrades – inside and outside; and
- Various pools UV upgrade – reduces the pathogens in the water and reduces chemical use.

2. Langley Outdoor Sports Advisory Group (LOSAG)

No report.

3. Museum Advisory Group Appointments

Staff presented the names of the individuals recommended for appointment to the Museum Advisory Group:

- Lori McMillan
- Kate Ludlam

MOTION

Moved by J. Wilkins,

Seconded by E. Erickson,

That the Recreation, Culture, and Parks Advisory Committee endorse the following appointments to the Museum Advisory Group:

F. WORK PROGRAM

Midori McMillan – 2 year appointment

Kate Ludlam – 2 year appointment

CARRIED

COUNCIL

Moved by J. Wilkins,

Seconded by E. Erickson,

That the Recreation, Culture, and Parks Advisory Committee recommends that Council endorse the following community members to the Museum Advisory Group, as outlined in the Recreation, Culture, and Parks Advisory Committee Terms of Reference, 8.4 Appointing Members to the Museum Advisory Group:

Midori McMillan – 2 year appointment (January 2022 to December 2023)

Kate Ludlam – 2 year appointment (January 2022 to December 2023)

CARRIED

G. COUNCIL REFERRALS

H. OTHER BUSINESS AND ITEMS FOR INFORMATION

1. Museum Advisory Group Update

No report.

2. Volunteer Awards 2022

The RCPAC will be appointing a task force early in 2022.

3. Langley Walk 2022

Plans are underway for the 60th anniversary in May 2022.

I. NEXT MEETING

Date: January 12, 2022

Location: Langley Airport, 3rd Floor Presentation Room

Time: 7:00 pm

J. TERMINATE

Moved by J. Wilkins,

Seconded by K. Ludlam,

That the meeting terminate at 8:05pm.

CARRIED

CERTIFIED CORRECT:

Community Representative Co-Chair

Council Representative Co-Chair

STAFF REPORT

DATE: January 25, 2022
TO: Board of Education
FROM: Mal Gill, Superintendent of Schools
SUBJECT: COVID-19 Update

RECOMMENDED MOTION:

That the Board of Education receives the update on COVID-19 for information, as presented.

BACKGROUND:

At the Regular Meeting of the Board of Education on January 25, 2022, the Superintendent will provide an update on issues the District is facing with respect to COVID-19. In addition, provide an update on recent additions to the K-12 COVID-19 Health and Safety Guidelines, which include:

- Space Arrangements
- Staff Only Spaces
- School Gatherings and Events
- Visitor Access
- Sports

District staff continue to defer to the expertise of public health officials to guide us on appropriate health and safety measures necessary during these challenging times.

On January 25th, the COVID-19 update will include the implementation of the enhanced guidelines, continuity of learning due to potential closures (health, functional and/or transportation), staff vaccine status and rapid antigen tests.

STAFF REPORT

DATE: January 25, 2022

TO: Board of Education

FROM: Mal Gill, Superintendent of Schools

RESOURCE: Woody Bradford, Deputy Superintendent
Michael Morgan, Director of Learning Support Services
Magdy Ghobrial, District Principal of Wellness and Diversity
Mike Pue, District Principal of Aboriginal Education

SUBJECT: Anti-Racism in the Langley School District

RECOMMENDED MOTION:

That the Board of Education receives the report on Anti-Racism in the Langley School District for information, as presented.

BACKGROUND:

The Langley School District seeks to create an environment where people from diverse racial backgrounds see themselves reflected, where systemic barriers that exist that disadvantage some people over others are removed, and where everyone feels safe to learn and teach regardless of where they come from, the colour of their skin, or their cultural background.

To that end, past Superintendent Gord Stewart wrote a letter to the community in February 2021 communicating the steps the District hopes to take on its anti-racism journey. Since then, a number of things have occurred to support the District's direction:

- Libraries have purchased many books that support anti-racism and represent greater diversity. Digital resources related to diversity and anti-racism have been added to the Sora App, an online library that all staff and students can access.
- *So You Want to be an Anti-Racist* (Yjeoma Oluo) was distributed to administrators and used as an anchor text for learning at monthly Superintendent's Meetings.
- Time has been allocated at many monthly Superintendent's Meetings to provide opportunities for learning.
- Administrative Procedure No. 170 (Anti-Harassment and Anti-Discrimination) was updated with appropriate language in regards to diversity and including language addressing anti-racism.
- An online Diversity Binder was created, and has been updated numerous times, as a resource to support staff in their work around diversity, including anti-racism.

- Various cultural celebrations such as Black Excellence Day, Lunar New Year, Diwali, Hanukkah and Ramadan have been highlighted throughout the year to reflect a more diverse population in our schools and to provide learning opportunities for everyone. A calendar has been developed in the diversity binder to assist with this.
- At the end of September, as part of recognizing the National Day for Truth and Reconciliation, all staff and students participated in a variety of learning opportunities that honoured the Residential School survivors and those children who did not return, shed light on our dark and painful shared history, including the Residential School system, and explored the ongoing impacts of colonization.
- Kevin Lamoureux is providing four after school dinner sessions and will be a keynote at the District's Odyssey Professional Development Day in February. Kevin is focusing on the following ideas during his presentations:
 - Reconciliation: Our Journey to Now;
 - Deconstructing Otherness;
 - Decolonization;
 - Indigenous Pedagogy; and
 - Wellness.
- Counsellors will be attending a workshop in March focusing on Cultural Diversity in the Therapeutic Setting with Dr. Myrna Lashley.
- Various teachers and administrators from the District have met and collaborated in preparation for Black History Month this February. Last year, many celebrated black history throughout February learning about the positive impact black people have had in Canada and North America and recognizing the historical systemic barriers that continue to exist.
- Schools have enthusiastically supported initiatives including surveying students to generate an understanding of their experiences, establishing anti-racism working groups or leads in their schools, organizing book studies, bringing in speakers and teacher-experts, establishing diversity clubs or student unions, increasing understanding at staff meetings, creating displays around their schools, designing t-shirts and buttons, and learning about cultural traditions, arts and foods.

Of note is that the work that the Langley School District is doing around Truth and Reconciliation is anti-racist work, as the root of racism in Canada is established and clearly identified in the way in which Indigenous people have been, and continue to be, treated.

In an effort to seek guidance and ensure transparency with respect to the work the District is undertaking, a consultant is being sought to assist in gathering information from our schools and the community. The consultant would help us to better understand the systemic barriers that exist within our District, the experience of people from diverse backgrounds, and the steps that we can take to become truly anti-racist.

At Tuesday's Board of Education Meeting, District Principal of Wellness and Diversity, Mr. Magdy Ghobrial and District Principal of Aboriginal Education, Mr. Mike Pue, along with Ms. Brittany Reid, Vice-Principal and Mr. Gurpreet Mahil, Teacher, at Langley Secondary School will present further details on the work completed to date as well as plans for future initiatives.

STAFF REPORT

DATE: January 25, 2022

TO: Board of Education

FROM: Mal Gill, Superintendent of Schools

RESOURCE: Barry Bunyan, Assistant Superintendent of Human Resources

SUBJECT: Amended District Calendars 2022-2023 and 2023-2024

RECOMMENDED MOTION:

That the Board of Education approves the amended District Calendars for 2022-2023 and 2023-2024, as presented.

BACKGROUND:

On April 20, 2021, Trustees approved District Calendars for the 2022-2023 and 2023-2024 school years. These calendars show high level information on Spring Break and Christmas Break dates, instructional days (days where students attend school) and non-instructional days (days where schools are open for staff but not students, e.g., professional development days). In June 2021 the Federal Government passed legislation that ensured all federal employees observe September 30th as a yearly statutory holiday. While the BC legislature has not yet approved September 30th as an official statutory holiday in BC, it has been requested for that day to be reflected in all of our district calendars and resubmitted to the Ministry no later than February 28, 2022.

AMENDED CALENDAR

The only calendars in consideration this evening are the two previously approved District Calendars for 2022-2023 and 2023-2024. The only change on each of these calendars is the addition of the Truth and Reconciliation Day, which is signified on September 30th each year, highlighted in orange. No other days have been changed or altered. As we do every year, detailed calendars will come to the Board of Education in April for approval for the 2022-2023 school year.

School District #35 (Langley) District Calendar 2022-23

JULY						
S	M	T	W	T	F	S
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AUGUST						
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SEPTEMBER						
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DECEMBER						
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JANUARY						
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FEBRUARY						
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Instructional
Non-Instructional
Vacation Period
Statutory Holiday
National Day for Truth & Reconciliation

*Subject to yearly approval



Ministry of
Education

Please Note: Winter break, spring break and the first and last day of school dates are final. Non-instructional Days are tentative and may be adjusted based on individual school calendars which will be distributed in May 2023.

School District #35 (Langley)

District Calendar 2023-24

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JANUARY						
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MARCH						
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APRIL						
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MAY						
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JUNE						
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Instructional
Non-Instructional
Vacation Period
Statutory Holiday
National Day for Truth & Reconciliation

*Subject to yearly approval



Ministry of Education

STAFF REPORT

DATE: January 25, 2022

TO: Board of Education

FROM: Brian Iseli, Secretary-Treasurer

RESOURCE: Tristan Schaufler, Director of Facilities
Karen Wagner, Project Manager

SUBJECT: Capital Projects Update 2021-2022

RECOMMENDED MOTION:

That the Board of Education receives the report on Capital Projects 2021/2022 for information, as presented.

BACKGROUND:

The District was successful in receiving approval for three capital construction projects:

- Donna Gabriel Robins Elementary (Southwest Yorkson Elementary).
- The seismic upgrading of Shortreed Elementary.
- The seismic upgrading of Vanguard Secondary.

The purpose of this report is to provide the public with an update on the progress being made on each of these projects, starting with an overall schedule of the budgets for each project and the source of funding followed by key information on the projects. Below is the funding that was approved by the Ministry when the projects were announced:

	South West Yorkson	Shortreed Seismic	Vanguard Seismic
Ministry Funding	15,325,440	5,287,450	1,999,647
District Contribution	3,500,000		
Total Approved Funding	18,825,440	5,287,450	1,999,647
Total Project Budget	18,825,440	5,287,450	1,999,647
Reserves	13,335,556	3,628,721	1,772,735
Maximum Potential Budget	32,160,996	8,916,171	3,772,382

Donna Gabriel Robins Elementary (SW Yorkson Future Elementary)

Donna Gabriel Robins Elementary opened this September and has been in operation for this entire school year. Due to COVID-19, there were delays in getting all areas completed due to material delivery issues prior to the school opening. Most of these have been resolved as of the writing of this report.

Based on the winning bid for the construction of the school, the District submitted a request to move \$8,808,554 to the project budget from the reserve based on the costing done at tender which resulted in the following update current funding status for the project:

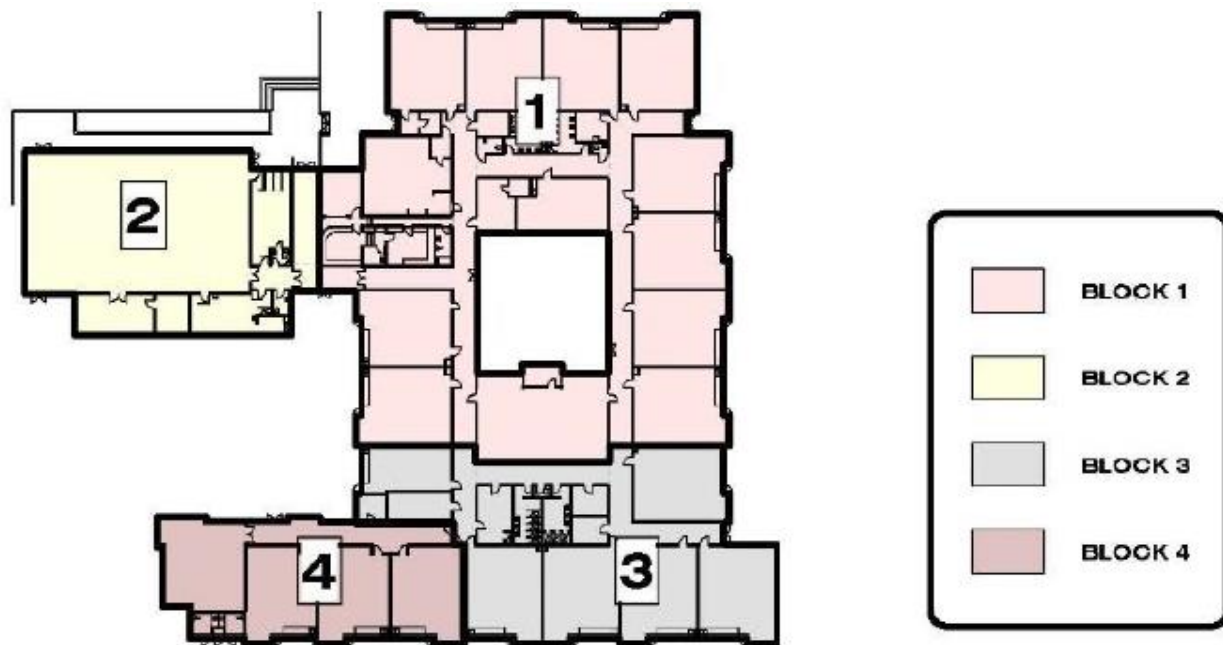
	South West Yorkson
Total Project Budget	27,633,994
Ministry Funding	24,133,994
District Contribution	3,500,000
Total Funding	27,633,994
Total Project Budget	27,633,994
Reserves	4,527,002
Maximum Potential Budget	32,160,996

At the time of writing this report, the school is progressing at a reasonable pace. The status of the project is as follows:

- Substantial completion was granted December 2, 2021.
- Currently, the contractor is working after school hours on deficiencies. They are approximately 80% complete the architect's deficiency list.

Shortreed Elementary Seismic

On December 10, 2020, the Ministry announced the approval of the seismic project for Shortreed Elementary which consists of upgrading Blocks 1, 2 and 3 (diagram below). The project will retain the existing area and will also include accessibility and life safety upgrades to ensure the school is safe and functional.



Major upgrade items include the refastening of the existing steel decking, deck to wall connections throughout the whole school, drag struts to the top of the deck in Block 3, and replacement of the roofing. Construction is scheduled to start in September of 2021 with completion in January 2023 (schedule below). During the construction, four portables will be used for temporary accommodations.

<i>Fiscal year:</i>	<i>2020/21</i>	<i>2021/2022</i>	<i>2022/2023</i>
	<i>Apr 20 – Mar 21</i>	<i>Apr 21 – Mar 22</i>	<i>Apr 22 – Mar 23</i>
CFPA Date	Dec 20		
Design Development	Mar 21		
Construction Documents		Aug 21	
Permits/City Approvals		Aug 21	
Contract Award		Sep 21	
Construction			Dec 22
Occupancy			Jan 23
Final Completion			

As per the new capital process during the tender process, we are allowed to ask for reserve funds based on the estimated cost of construction at the time of the tender process as estimated by the Quantity Surveyor. We have received the approval from the Ministry to move \$2,579,606 from the reserve to the approved budget.

Below is the current funding status for the project:

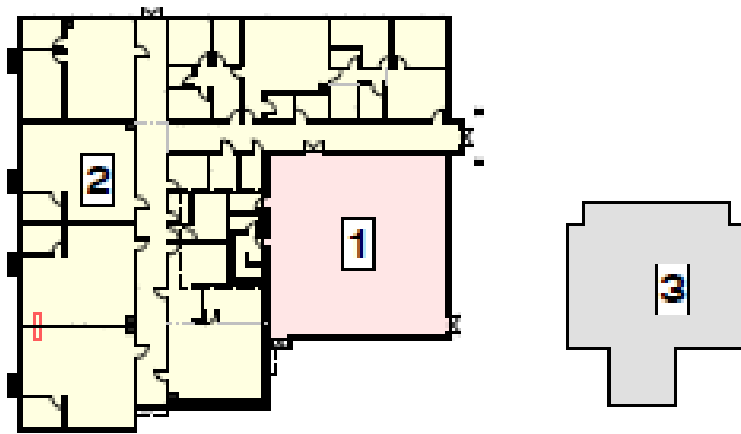
	Shortreed Seismic
Ministry Funding	7,867,055
District Contribution	
Total Funding	<u>7,867,055</u>
Total Project Budget	7,867,055
Reserves	<u>1,049,115</u>
Maximum Potential Budget	<u><u>8,916,170</u></u>

At the time of writing of this report, the status of the project is as follows:

- Kinetic has mobilized on site and begun installing the scaffolding on:
 - Phase I – gym and main office
 - Phase II – classrooms on southeast corner of school
- Roofing will be removed in the next two weeks to allow for the structural steel to be added.
- Currently, the project is 2.5 months behind schedule, but we feel confident this time can be made up.

Vanguard Seismic

On April 28, 2021, the Ministry announced the approval of the seismic project for Vanguard Secondary. The school consists of three blocks, two of which were built in 1976 (Blocks 1 and 2) and one which was built in 1913 (Block 3). In 2018, Vanguard was seismically assessed where Block 3 was given the rating of High Risk.



Under the province's Seismic Mitigation Program, Block 3 will be replaced as an addition to the main school. The addition will be 250 m² and will consist of 2 classrooms and a weight room.



Construction is scheduled to start March 2022 and is scheduled for final completion May 2023 as per the schedule below:

Design Development	Jun 2021
Construction Documents	Sept 2021
Contract Award	Mar 2022
Construction	Mar 2022
Occupancy	Mar 2023
Final Completion	May 2023

Below is the current funding status for the project:

	Vanguard
	Seismic
Ministry Funding	1,999,647
District Contribution	
Total Funding	<u>1,999,647</u>
 Total Project Budget	 1,999,647
Reserves	<u>1,772,735</u>
Maximum Potential Budget	<u><u>3,772,382</u></u>

At the time of writing this report, the status of the project is as follows:

- Project is on schedule.
- 100% drawings are to be completed by the end of January.
- Project to be tendered end of February.

STAFF REPORT

DATE: January 25, 2022
TO: Board of Education
FROM: Brian Iseli, Secretary-Treasurer
SUBJECT: Trustee Remuneration

RECOMMENDED MOTION:

That the Board of Education approves the increase of 4.8% effective January 1, 2022 based on the 12 month change in Canada Consumer Price Index (CPI) in accordance with board Policy #7, section 11 and to update the salaries in Policy #7, section 11.1 with the new salaries.

BACKGROUND:

Policy #7, section 11 outlines how the annual trustee remuneration is determined and is outlined below:

11. Trustee Remuneration

11.1. Effective January 26, 2021, annual trustee remuneration shall be as follows:

11.1.1. Trustee \$28,689

11.1.2. Vice – Chair \$29,696

11.1.3. Chair \$30,703

11.2. Annually hereafter on January 1, trustees' salary shall be adjusted based on Statistic Canada Consumer Price Index (CPI) subject to Board approval.

The last update for the 12 months change in Canada Consumer Price Index (CPI) was December 2021 and is an increase of 4.8%. The link to the Statistics Canada site is found below:

<https://www150.statcan.gc.ca/n1/daily-quotidien/220119/cg-a001-eng.htm>

Based on the 4.8% increase in the Canadian Consumer Price Index (CPI), the proposed salaries would be as below:

	Current	Proposed	Increase
Trustee	28,689	30,067	4.80%
Vice Chair	29,696	31,122	4.80%
Chair	30,703	32,177	4.80%

STAFF REPORT

DATE: January 25, 2022

TO: Board of Education

FROM: Brian Iseli, Secretary-Treasurer

SUBJECT: Financial Update

RECOMMENDED MOTION:

That the Board of Education receives the report on the Financial Update for information, as presented.

BACKGROUND:

Financial Update to December 31, 2021

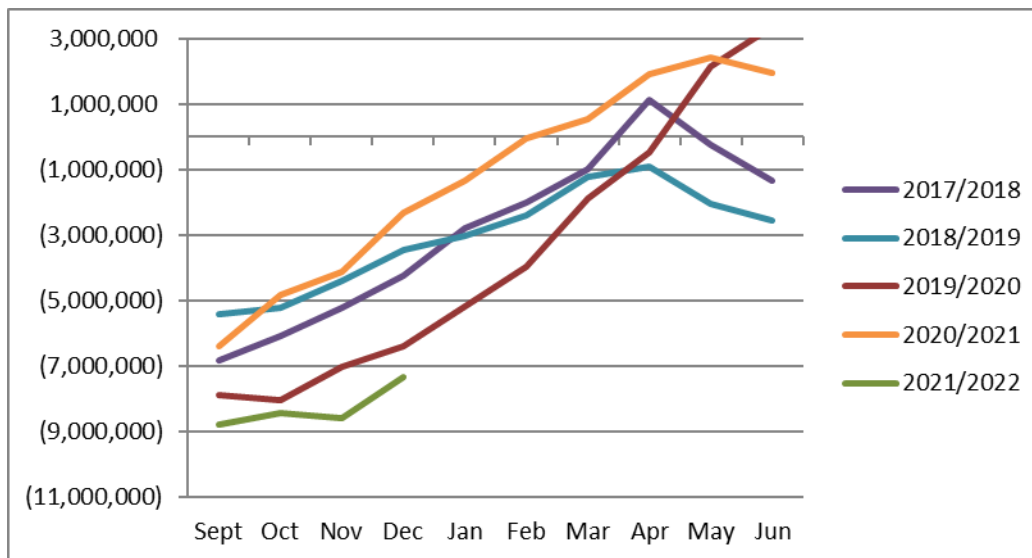
The Operating Fund financial results to the end of December 2021 show the District to be in a deficit position of \$7,353,349 which is a higher deficit compared to the end of December 2020 when the deficit was \$2,312,873. It should be mentioned that in December of 2019, a non COVID-19 year, the deficit was \$6.4 million.

	2021 - 2022			2020 - 2021		
	YTD December	Spring Budget	%	YTD December	Spring Budget	%
Revenue	90,389,211	219,347,458	41.2%	88,324,624	211,552,525	41.8%
Expenses:						
Benefits	15,903,157	39,596,044	40.2%	15,165,889	38,384,281	39.5%
Salaries-Educational Assistants	7,574,922	19,621,713	38.6%	7,521,923	19,261,697	39.1%
Salaries-Other Professionals	2,650,308	5,276,591	50.2%	2,480,078	4,958,283	50.0%
Salaries-Principals & VP	6,449,675	12,140,901	53.1%	5,970,407	11,935,260	50.0%
Salaries-Substitutes	4,336,150	7,006,202	61.9%	3,162,034	7,084,483	44.6%
Salaries-Support Staff	7,823,970	17,400,386	45.0%	7,840,389	17,075,351	45.9%
Salaries-Teachers	40,966,230	101,601,761	40.3%	39,138,898	95,702,536	40.9%
Supplies	10,434,788	18,852,143	55.4%	8,766,081	18,584,915	47.2%
Total Expenses	96,139,201	221,495,741	43.4%	90,045,700	212,986,806	42.3%
Net Revenue (Expense)	(5,749,990)	(2,148,283)		(1,721,075)	(1,434,281)	
Funded From Operating						
Capital from Operating	1,603,360	1,173,608		591,798	948,100	
Surplus/(Deficit)	(7,353,350)	(3,321,891)		(2,312,873)	(2,382,381)	

Deficit Position and Revenue

Being in a deficit at this point in time in the fiscal year is expected, due primarily to the timing of receipt of Ministry funding (see surplus/deficit trend chart below). The YTD revenue balance of \$90.39 million is 41.2% of the amount budgeted to be earned this year, compared to the \$88.32 million or 41.8% of the 2020/2021 spring budget. There was higher revenue from Facility Rentals in the amount of \$111K, Investment Revenue is down \$94K, Other Revenue (school bank accounts would offset the restricted school generated funds) is \$278K lower, and International Student revenues are up \$1.49 million. The Ministry of Education Grants is higher by \$830K. As discussed at the October 19, 2021 Regular Board Meeting, our September 30th count will result in an estimated higher funding of \$7,763,282. Based on the Operating Grant funding that we have received to the end of December, we have been underfunded by approximately \$1.5 million. This would mean that our actual deficit would be closer to \$5.85 million at the end of December if the funding adjustment is taken into account.

The actual results for 2021/2022 to the end of December shows a higher deficit compared to the results for 2020/2021. You can see the trend lines of the previous years as illustrated below:



Salaries

When looking at the various categories of salaries, it is important to recognize that different employee groups work different times during the year, and this is reflected in the percentage of the budget spent to any point in time in the fiscal year. In the case of Educational Assistants and Teachers (primarily 10-month employees), the expectation is that approximately 40% of the spring budget would have been spent by the end of December. In the case of Principals and Vice-Principals and Other Professionals (primarily 12-month employees), the expectation is that approximately 50% of the budget would have been spent by the end of December. The Support Staff Employee Group is a mixture of 10 and 12-month employees and

the expectation is that a percentage greater than 40% but less than 50% of the budget would have been spent by the end of December. Given the mix of 12-month and 10-month employees, it is difficult to project what percentage of the substitutes' salary budget would have been spent at any point in time.

It should be noted that the comparisons below are actual expenses compared to the spring budget.

Salaries – Educational Assistants

The expected percentage of approximately 40% of the budget having been spent by the end of December was not the case with Educational Assistants where the YTD expense is 38.6% of the spring budget, slightly lower than last year's 39.1%. There were higher casual SEA costs that were for backfilling full-time positions that were approved later in the fall, once enrollment numbers were confirmed that offset these lower than budgeted costs. There were a higher number of summer session Educational Assistants this year compared to last year.

Salaries – Principals, Vice Principals and Other Professionals

The expected percentage of approximately 50% of the budget having been spent by the end of December was not the case with Principals and Vice-Principals where the YTD expense is 53.1% of the budget. The overage is due to the fact that we added a VP at Willoughby and at Donna Gabriel Robins subsequent to the spring budget. This was due to higher enrolments than expected and these will be added in the amended budget. Also, some of the increase is related to higher principal salaries due to increased summer session administration time.

The percentage of the Other Professionals' Salaries budget consumed to the end of December of 50.2% is slightly higher than the expected percentage of 50%.

Salaries – Support Staff

The expected percentage of between 40% and 50% of the budget having been spent by the end of December appears to be reasonable with Support Staff salaries, with 45% of this year's budget consumed compared with the 45.9% expended to the end of December in 2020. The lower salary amounts are offset by the increase in casual costs for custodial.

Salaries – Teachers

The expected percentage of approximately 40% of the budget having been spent by the end of December was the case with Teachers this year as 40.3% of the budget has been consumed by the end of December. This is slightly lower compared to the 40.9% of the budget being consumed to the end of December 2020. The actual salaries are higher than budgeted due to the fact that the preliminary budget did not reflect higher teacher costs for Summer Session and more divisions in schools due to higher enrolment than anticipated.

Salaries - Substitutes

The Substitutes' budget of 61.9% having been spent to the end of December is higher than the 44.6% of the budget consumed by the end of December 2020. The main increases are: \$420,346 increase in illness greater than 3 days (teachers and support) when compared to 2020/2021, increases in TOC replacement vacancy costs of \$137,705 due to higher vacancy and late starts for teachers and Casual replacement costs have increased by an amount of \$630,450 compared to 2020/2021 mainly due to custodial and SEA's.

Benefits

The percentage expended this year on benefits of 40.2% to the end of December is higher than the 39.5% consumed up to December 2020. The actual benefit percentage rate at the end of December is 22.8%, which reflects a slight decrease in benefit cost compared to last December when the benefit percentage rate was 22.9%.

Supplies and Services

The year-to-date expenditures on supplies and services to the end of December this year is \$1.67 million higher than for the same period in 2020, representing 55.4% of the budget. This is higher than the 47.2% of the 2020/2021 budget consumed to the end of December last year. It is important to note that the spending levels for this year are more in line with the pre-pandemic school year start in 2019 when 53.1% of the budget was consumed by the end of December. The main drivers for the increase this year are increased purchases for supplies at schools and centrally of \$1.07 million; increased International Student Program commissions of \$668K due to increased enrolment; an increase in Services cost of \$125K; and an increase in Utilities of \$317K driven by electricity, natural gas and water & sewer. This was offset by a lower Professional Development and Travel of \$442K. Last year, the Langley Teachers Association received \$475K on a one-time basis for Teacher Career Mentorship Funds.

Capital from Operating

The capital from operating is at \$1.603 million for 2021/2022 compared to the spring budget of \$1.174 million. This is \$1.012 million higher than 2020/2021. This year's increased costs relate to items that were not received at our fiscal year-end in June due to disruptions in the supply chain. In addition, the District had expenditures relating to portable moves, the set up of the double wide portable at Betty Gilbert Middle School, and other costs related to the initiatives for the ACSS-BGMS community this past summer.

STAFF REPORT

DATE: January 25, 2022
TO: Board of Education
FROM: Brian Iseli, Secretary-Treasurer
SUBJECT: Policy 17: Accumulated Operating Surplus

RECOMMENDED MOTION:

That the Board of Education approves Policy 17: Accumulated Operating Surplus, as presented.

BACKGROUND:

The Board of Education passed the following motions at the Regular Board Meeting on December 14, 2021:

That the Policy Committee recommends that the Board of Education serves Notice of Motion to the District's education community and its education partner groups that it intends to adopt the revisions to Policy No. 17: Accumulated Operating Surplus.

Notice of motion was served requesting feedback. No feedback was received.

ACCUMULATED OPERATING SURPLUS

Accumulated Operating Surplus represents the extent to which operating revenues from all previous years exceeds operating expenditures from all previous years. Accumulated Operating Surplus allows the District to budget for expenditures in excess of revenues in a given year and also serves to reduce financial risk that can result from unforeseen circumstances.

1. The Board of Education is responsible for ensuring the district is protected financially from extraordinary circumstances which would negatively impact the education of students. To discharge this responsibility, the Board will maintain ~~a restricted portion~~ an unrestricted surplus (equal to 1.5% - ~~2.5~~4 % of annual revenue) of its Accumulated Operating Surplus which shall be used to mitigate any negative impact such circumstances might cause.

Specifically

- ~~4.1.1.~~ 1.1. The first priority for the use of these funds shall be:

- ~~4.1.1.1.~~ 1.1.1. The elimination of any deficit arising at the end of a fiscal year of operations.
- ~~4.2.1.1.2.~~ 1.1.2. The incurring of new cost pressures in a fiscal year that were not known at the time of budget development that are in excess of \$250,000.
- ~~4.3.1.1.3.~~ 1.1.3. The payment of severance (wages and benefits) in excess of \$100,000 upon termination of a non-union employee without cause.
- ~~4.4.1.1.4.~~ 1.1.4. The settlement of any legal action that is not covered by the [School Protection Program](#).
- ~~4.5.1.1.5.~~ 1.1.5. Initial one-time cost outlays for new educational programs where an investment in non-technology related learning resources is required (non-technology related refers to computer technology).
- ~~4.6.1.1.6.~~ 1.1.6. Coverage for disaster recovery expenditures.
- ~~4.7.1.1.7.~~ 1.1.7. Extraordinary unknown utilities cost pressures.
- ~~4.8.1.1.8.~~ 1.1.8. Replacement of equipment essential to the continuation of educational programming in schools or district facilities.
- 1.1.9. To appropriate to balance the next year's budget.
- ~~4.9.1.1.10.~~ 1.1.10. Unanticipated changes in revenue.

- ~~2.1.2.~~ 1.2. In recognizing that the use of the unrestricted portion of its Accumulated Operating Surplus represents a one-time use of funding, the Board will incorporate into

its future budget planning processes, strategies to re-establish the unrestricted accumulated surplus to the 1.5 % - 4 % of annual revenue. Such strategies may be implemented over a period of two years.

2. In addition, the Board will also annually internally restrict funds for projects and programs related to the strategic plan that will be spent in the next three years when approving the Audited Financial Statements and will disclose the internally restricted funds in the notes to the Financial Statements.

3. Accumulated Operating Surplus shall not be transferred to Local Capital without supporting detail for which capital projects these Local Capital funds will be expended. Until such time as the funds can be identified for a specific Local Capital funded project, the funds shall be retained in the Accumulated Operating Surplus.

Legal Reference: Sections 65, 85.2, 110, School Act

Adopted: December 15, 2020, XXX XX, 2021