

McKenzie Elementary PAC Meeting Minutes

Wednesday February 8, 2023

Meeting called to order at 6:00pm

Attendance: Tracy Len, Shelley Pugh (chair), Melanie Nielsen (recorder), Colleen Leithwood

Admin reps: Carmen Gauvreau, Misha Gibson

SD 61 guests: Marni Vistisen-Harwood, Charmaine Shortt, Mark Baggott, Domenic Ferrarelli

1. Intro & Territorial Acknowledgement - Shelley
2. Daycare update (Presentation by SD, attached) - Marni
 - Building permit received, took about a year, 30ft from school and Margaret Street
 - Parking lot starting February 9
 - Takes 10 months to complete, another 2 months to get them licensed, plan to open September 2024
 - KidsKlub is the partner (right of first refusal), will make decisions about what is wanted in play space for daycare buildings
 - Priority for spaces to McKenzie families (including teachers), will accept subsidy
 - Parking for 17 vehicles, 8 dedicated to childcare, paved/hard walkway up to existing paved area (no plans to build a path from existing parking lot, but may be able to link parking lots to allow people to use the new path)
 - One tree coming out, two going back in (will be able to choose from set list), any new trees need to be maintained. Trees on the field will be maintained in their current position.
 - 16 spots 3-5 years, 16 spaces preschool/25 OSC
 - Have to be used exclusively for childcare for at least 15 years
 - Walkway to Margaret from daycare building
 - Construction area will be fenced off with everything happening inside that perimeter
 - Construction deliveries will be outside bell hours and on Pro-D days, spring break, summer.
 - Plans for garden, could be moved so a childcare garden bed could be built adjacent, may improve water connection to the garden, but massive undertaking
 - Can move benches outside of fenced area for viewing, can connect to careers and work portions of curriculum

Other facilities updates:

- Trees being protected by split-rail fencing, roots had become exposed.
- Fields remain closed, no plans to make improvements, will open February/March. Slowly looking at maintenance of field in the future
- Projects currently underway at school: Fire alarm, parking lot, HVAC, daycare studios (external painting next spring)
- Regrading of teachers parking lot and basketball court likely to happen in the next couple of years
- New accessible playgrounds with rubber base are on a rolling priority list

Outdoor nature play space:

- May be able to work with PACs to advance outdoor plans, consider low maintenance plans, if we indicate budget and priorities they can help with ideas (look to Tillicum, George Jay, Northridge for recent projects)
- If PAC wants to add more paths, can potentially be incorporated into overall project (PAC would pay that portion)
- Material, like logs, can be donated to support development of outdoor playscape (Colleen to connect, may have logs available)
- Bundle everything the PAC would want and communicate that to Carmen so that project team can provide cost estimates (2 week turnaround on both side) and look for opportunities within existing projects; **PAC to determine priorities and forward to Carmen**

3. PAC General Updates - all

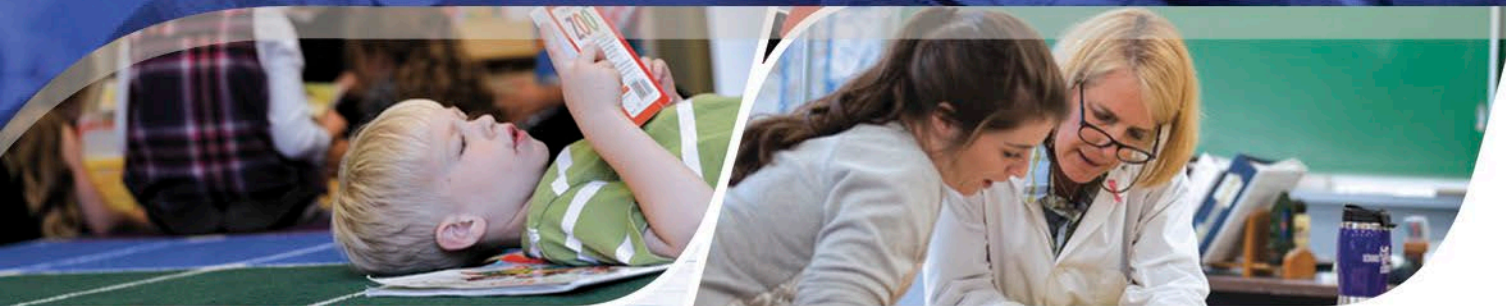
- a. Seed donation as part of WestCoast seeds fundraiser, or a seed exchange
- b. Parent Education Night with Strawberry Vale PAC on May 9th
- c. Help taking down art show on Friday morning

Adjourned: 7:24pm

Next Meeting March 15, 2023 @ 6:00pm via Teams



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Child care Space Over View

Greater Victoria School District Approved for following 21 sites

- 2 Childcare Units at Vic West
- 2 Childcare Units at Frank Hobbs
- 2 Childcare Units at Tillicum
- 2 Childcare Units at Doncaster
- 2 Childcare Units at Campus View
- 1 Childcare Units at Macaulay
- 2 Childcare Units at Braefoot
- 2 Childcare Units at Oaklands
- 2 Childcare Units at Marigold
- 2 Childcare rooms at Eagle View (addition onto school)
- 2 Childcare rooms at View Royal (addition onto annex)
- 2 Childcare Units at George Jay
- 2 Childcare Units at Vic High
- 2 Childcare Units at Hillcrest
- **2 Childcare Units at Mckenzie**
- 2 Childcare Units at Lake Hill
- 2 Childcare Units at Sundance
- 2 Childcare Units at Strawberry Vale
- 2 Childcare Units at Esquimalt
- 2 Childcare Units at Uplands
- 2 Childcare Units at Glanford

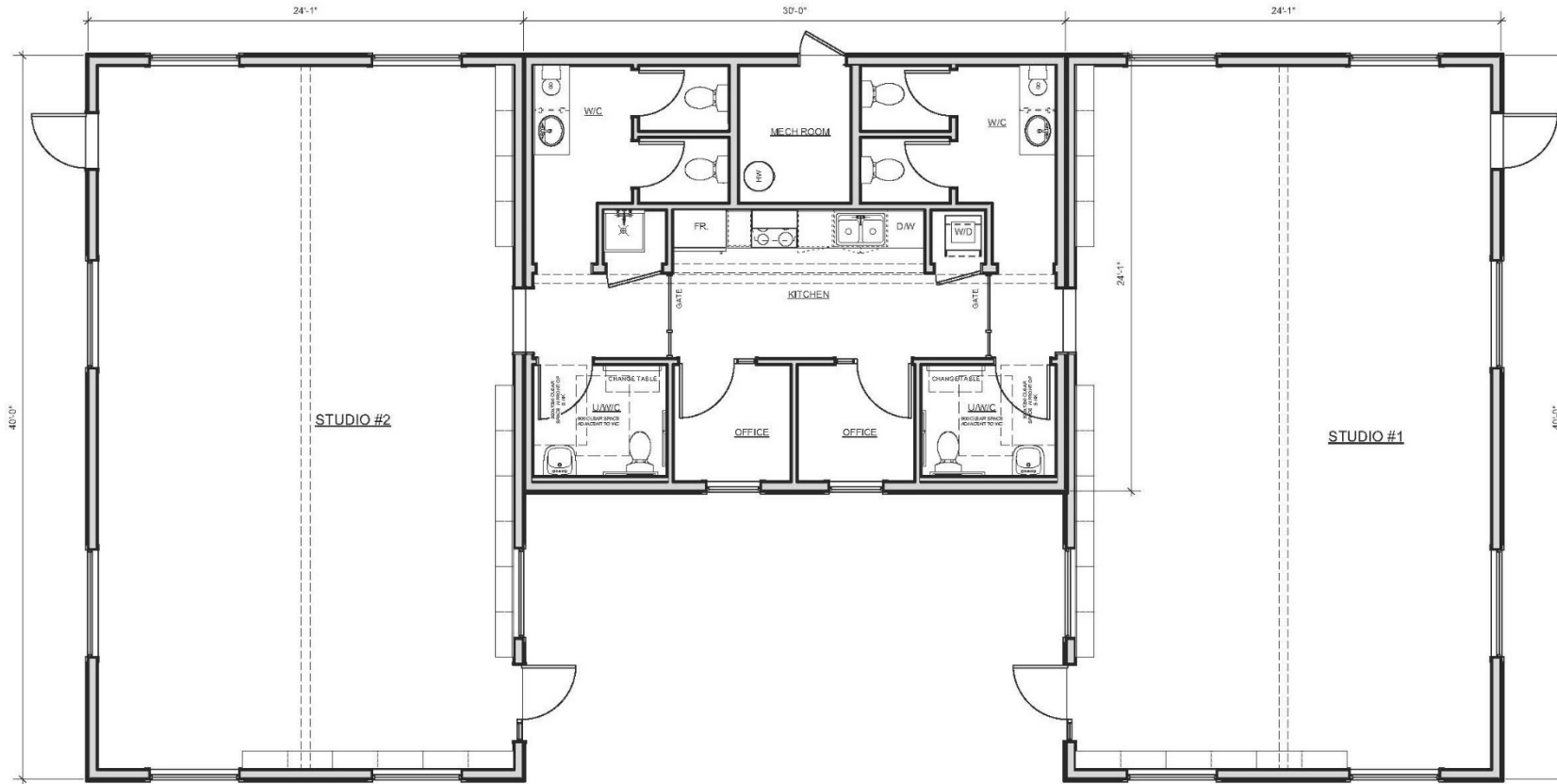
Currently Underway

- Community Consultation - complete
- Submit Building Permit application – Received
- Schedule
 - Site Prep
 - Approx 4-6 months to build units
 - VIHA license
 - 10 month process once building permit received
 - Units are built by SD CUPE employees

Child Care Spaces – McKenzie

- Ministry Funding Application for
 - 2 Dedicated Child Care Units
 - Fenced off area for the child care participants
 - Parking for 8 vehicles
 - Potential for dividing curtain in one of the gyms
- **Child Care Unit 1**
 - 16 full time 3-5 year old child care spaces
- **Child Care Unit 2 – shared preschool and OSC space**
 - 16 preschool spaces – 9:30am – 1:30pm
 - Preschool will not run on Pro-D-days or any breaks that OSC needs the space
 - 25 before and after school spaces
- Notes
 - Current Child Care Spaced MUST be maintained
 - SD must partner with non-profit provider
 - Dedicated Child Care Spaces for 15 years

Childcare Spaces



- Two Dry units are 54 x 24'
Each has access to wet unit that has
- three washrooms - one accessible
 - Office space
 - Full kitchen
 - Cubbies for participants
 - Fenced off area for the child care participants

Child Care Studios



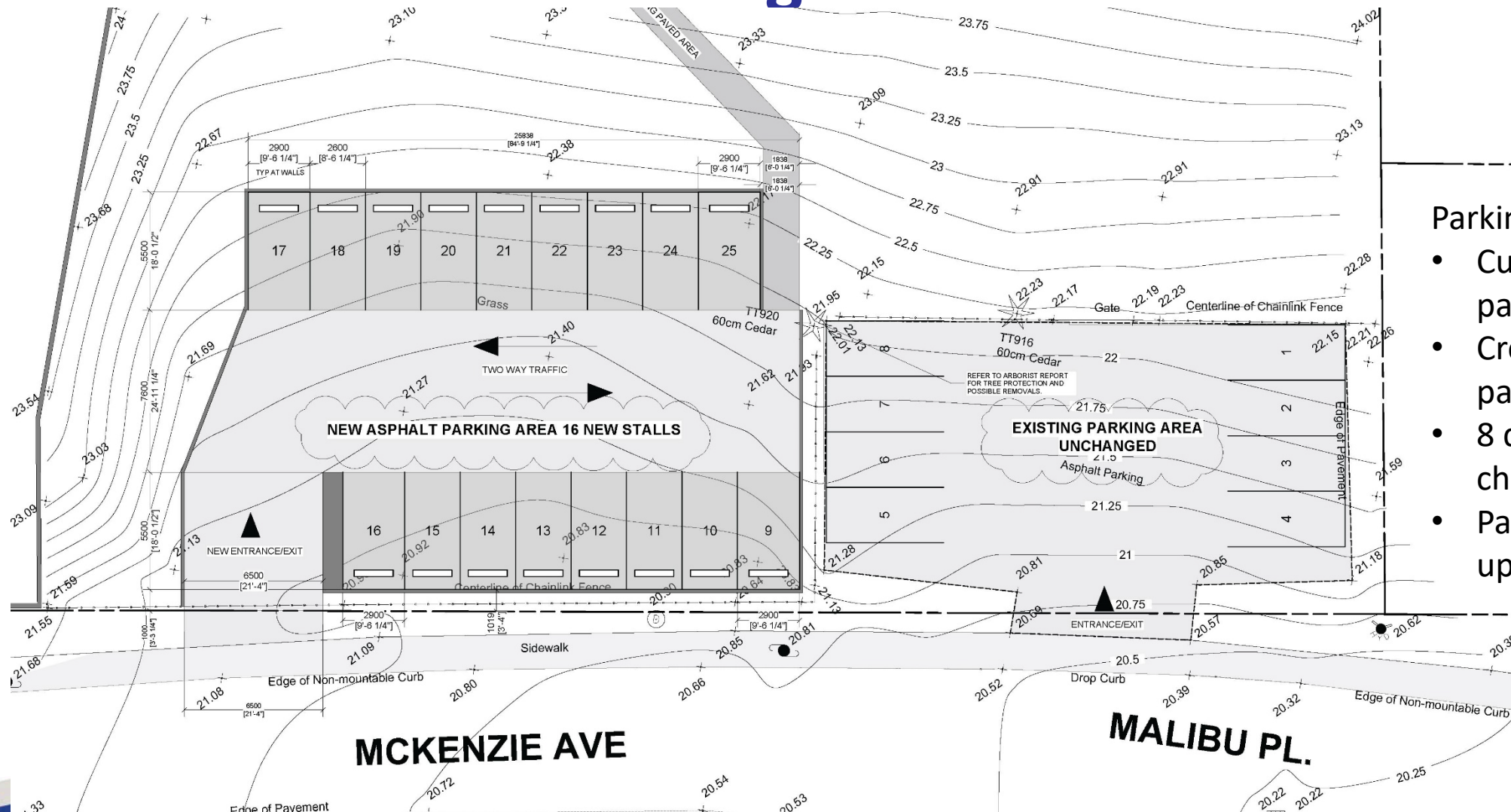
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Rendering



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Parking Location



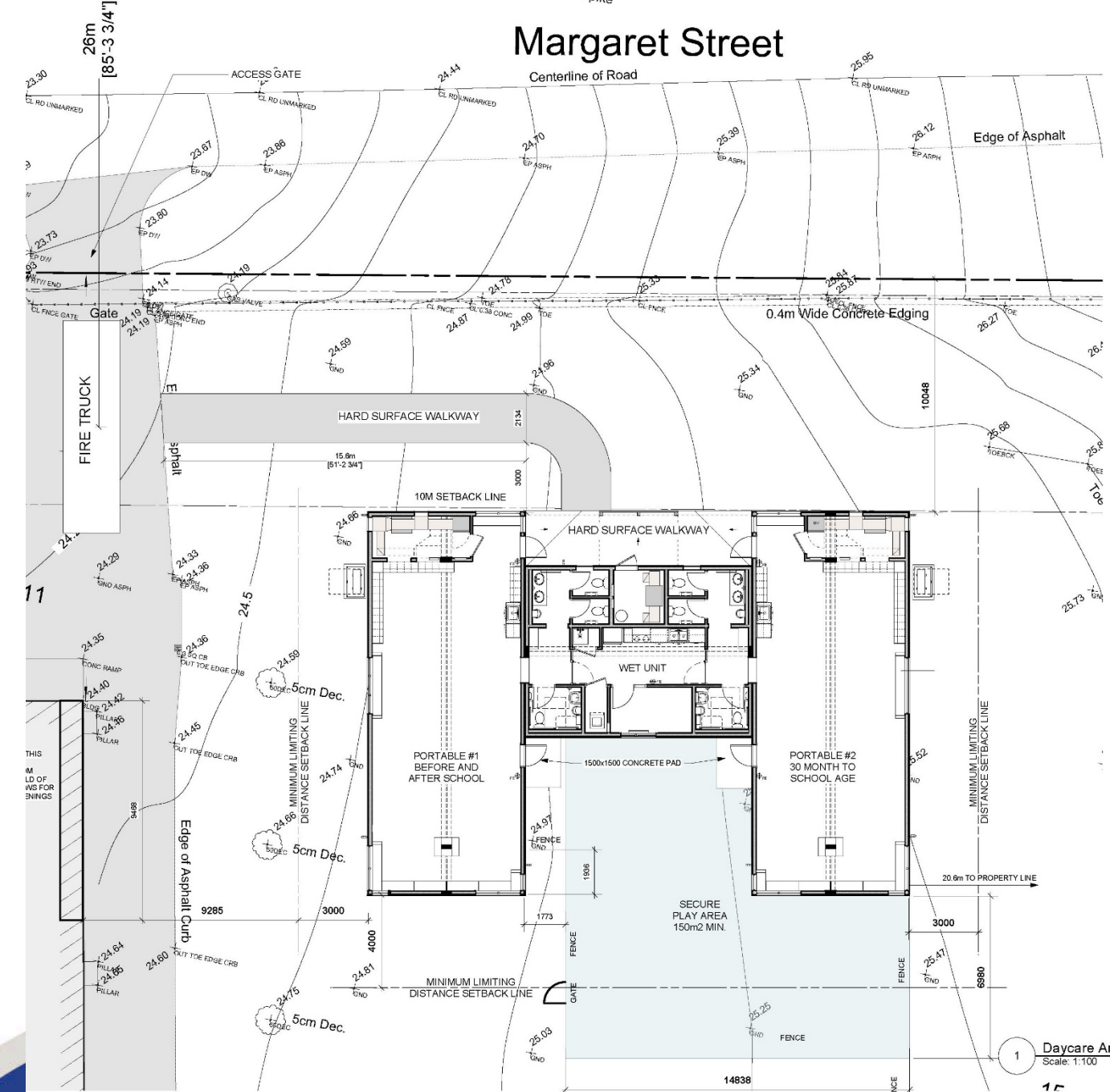
Parking

- Currently 8 parking spaces
- Creating 17 new parking spaces
- 8 dedicated for child care
- Pathway to upper lot

Margaret Street

Child Care Units

- Set back from Margaret Street property line ~30 ft
- Distance from edge of asphalt (school) ~30 ft
- Walking path from Margaret St on north side of units to asphalt (~100 + ft)
- Remove one tree as part of project scope.
 - Plant two new trees as part of project
 - Species of trees and location will be discussed with Carmen
- SD will work with the childcare provider for child care play area requirements



Child Care Units

What kind of communication is planned with McKenzie families as the project progresses?

The time line for the units to open Sept 2024. Any communication will be sent through the Principal and updates can be found on SD website.

Once project is nearing completion, Facilities works with the provider and sends communication through school to all families on registration details, same info on SD website.

What are the timelines for the project?

Parking lot and site prep commencing shortly. Building to be completed Sept 2024

Does the district have any immediate plans to make the rest of the field usable for the kids to play on while the daycare and parking lot are being built and large parts of the schoolyard are blocked off? The kids have had only pavement and a small playground to play on since winter break.

Unfortunately during the winter months the schools fields are to remain closed, this is due to damage that occur to our fields.

Will McKenzie families, or families in catchment, get priority for daycare registration?

Yes. License written for McKenzie families (includes staff) to have first priority and then if spaces are not filled open to the community. The SD works with the child care provider and when nearing completion the school will send out registration information. This is on the SD website as well

Child Care Units

Will there be paths built from the parking lots across the lower field?

There will be one path from the lower parking lot to the school

Can we work with the district to incorporate some of the PAC's outdoor space plans with the work being done?

PAC will need to have an outdoor plan approved and costed. Please speak to PVP as this is a SF project. Site prep is already tendered with outside contractor.

What are the plans to mitigate traffic congestion and maintain pedestrian safety around the school at drop-off and pick-up times?

During construction we arrange any large deliver outside of bell hours.

There will be construction on site and employees will park within the construction area or at designated locations. Crews building the units are SD employees and are aware of and used to working around students.

Once child care operational, the majority of traffic for the child care is outside bells.

Site Plan





Questions