



Finance & Operations Committee of the Whole Report
Monday, April 17, 2023
Via Zoom
10:30 a.m.
Facilitator, Trustee Young

1. TERRITORIAL ACKNOWLEDGEMENT

2. PRESENTATION (10 MINUTES)

None

3. PROJECT UPDATES

- a. **Oceanside Community Track** –Trustee Young shared with the Committee that at their recent capital planning meeting, the City of Parksville has committed to making an additional contribution to the Track project with the hope that the RDN and Town of Qualicum will also make contributions to offset their commitment. It is anticipated that the project needs 4-5 months to build so this secured commitment will allow staff to finalize the planning and to confirm the scheduling details for the project. It is also anticipated that with a timeline of 20 months to complete the project (Fall 2024), it will allow staff to continue discussions with potential contractors and to develop timelines for the tendering process to take place. It was supported that a motion would go to the Board to proceed with the project.

4. ITEMS FOR DISCUSSION

- a. **Facility Utilization** – Secretary Treasurer Amos walked the committee through the capacity and utilization summary provided with the agenda. It was shared that this document was sent to the Ministry to illustrate what our current capacities were in light of the 2014 reconfigurations that closed four schools and converted three middle schools. He acknowledged that there are still some minor edits to confirm the use of some classrooms but it is meant to continue the discussion on how our schools are being utilized in order to monitor for any space issues that may arise. The terms nominal and operating capacities were discussed in relation to the Ministry's capital planning context and that they provide general parameters of how many students a facility could reasonably accommodate.
- b. **Bus Pass/Fees** – Secretary Treasurer Amos opened the discussion with some background, sharing that the topic was discussed in April 2022 as a need to review current the bus fees. At the time it was felt that a more fulsome discussion needed to take place prior to implementing any increases to fees even though, in comparison to other school districts, SD69 fees are very low. It was shared that as the District undertakes the review of its transportation service and in preparation for contemplating a routing software the District needs to better understand how many students are actually being transporting. It was explained that although the District has issued about 2400 bus passes (z-passes), staff don't actually have a good understanding of how many students are actually using the service. Although route lists are kept, registered vs. riders is still not known. It is felt that the introduction of a \$25 application fee would help pay for the administration of the bus pass program as well as discourage applications for ridership who do not intend to ride, thereby opening up the opportunity to make the district's routes more efficient and to potentially provide more seats for courtesy riders. It was felt that prior to implementing the application fee, more information could be shared with parents.

- c. **23-24 Budget Plan** - Secretary Treasurer Amos highlighted that there will be one more public meeting (16th) to review the Budget prior to it being presented to the Board for adoption.

5. INFORMATION ITEM(S)

- a. **Quarter 3 Financial Summary** – Secretary Treasurer Amos provided an overview of the latest quarterly results highlighting that most costs are within reasonable ranges per this time of year.
- b. **Ministry Supported 23/24 Capital Projects** - Secretary Treasurer Amos provided the background that the Capital summary was shared at the March Regular Board meeting but was included in the committee agenda to allow for more directed discussion. Director of Operations Munro shared that he was looking forward to scheduling and undertaking these projects particularly the False Bay Elementary seismic project, which although is supported, will start the next phase of developing a business case to ultimately get Ministry approval and funding.

6. ITEMS FOR RECOMMENDATION TO THE BOARD

- a. With the funding for the Oceanside Track project now secured:

THAT the Board of Education of School District No. 69 (Qualicum) support the final planning required and direct staff to proceed with building a 6-lane track at Ballenas Secondary School.

7. FUTURE TOPICS

Facility walk through – Trustee Young shared her idea to have future meetings held at our leasable facilities in order to get to tour them and to better understand their conditions. It was supported to hold the next committee meeting at Craig Street Commons and to include a walk through. Staff will organize the setup and tour. Future locations could be at the Qualicum Commons facility.

8. NEXT MEETING DATE:

Monday, May 15, 2023 at 10:30 via zoom

9. ADJOURNMENT