



Finance & Operations Committee of the Whole Report
Monday, April 20, 2020
VIA ZOOM
10:30 a.m.

Mandate: *To discuss and make recommendations to the board on financial matters and matters pertaining to facilities, maintenance, technology and transportation.*

Acknowledgement of Traditional Territories

Presentation:

None

Project Updates:

- **Ballenas Track Renewal** – Not much to report at this time. The Gala scheduled to take place on April 24th was cancelled. Grants continue to be applied for as they come up. The Steering committee has not met recently but a meeting will be scheduled in the coming weeks. No response has been received yet from the questions sent to the RDN Board.
- **BC Child Care Application (Arrowview)** - Project agreement has been signed off by all parties and work continues on planning and design.
- **COVID-19 Update** – Protocols Implemented over Spring Break – Staff outlined the protocols that have been implemented and discussion included staff access to sites, childcare offerings, and consideration for self-disclosure of staff.

Items for Discussion

- **3RDQuarter Financial Update** – Secretary Treasurer Amos provided an update with the observation that the district is tracking normally financially; however, the next quarter will be quite different as impact of suspension of in-class instruction is felt.
- **2020-2021 Revised Budget Process** – April meetings have been cancelled and will be rescheduled for May. At that time notes from previous meetings will be shared as well as risks associated with this year's budget development.
- **PCTC Joint Use Agreement** – the agreement was circulated prior to meeting and comments were invited. The City of Parksville, Vancouver Island University and the School District will likely meet in May to review the agreement in order to renew.
- **Bike Racks – KSS** – discussion on the need for bike racks at KSS. This was brought forward from work of Climate Action committee and the observation that racks might encourage more biking to school.

Recommendations to the Board

- **Letter from Parksville Lions Housing Society** – The Chair provided background information to the letter and, after discussion on the merits and process, a motion was recommended to be forwarded for approval at the April Regular Board meeting. The motion would request staff to explore the proposal and provide information back to the Board.
- **2020-2021 Capital Plan** – after discussion on the Ministry approved projects which includes the purchase of five buses, with one being electric, the Committee supported the capital plan being presented to the Board for approval at the April Regular Board meeting.
- **2020-2021 Annual Facility Plan** – Chris Dempster, General Manager of Operations, reviewed the plan as presented, highlighting a new boiler for Qualicum Beach Elementary School and additional cost considerations as a result of asbestos abatement protocols. The Committee supported the Plan being presented for approval at the April Regular Board meeting.

Next Meeting Date/Location:

Tuesday, May 19 at 10:30; TBD