



Finance & Operations Committee of the Whole Report
Monday, October 17, 2022
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.

1. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORIES

2. PRESENTATION (10 MINUTES)

a. Fitness for All Proposal

Mike Domes and Bill Preston of the Qualicum Community Education & Wellness Society, shared a presentation on their community work in providing opportunities for health promotion that reach all citizens residing in the boundaries of SD69. Through fundraising efforts, they were able to purchase equipment including Dutch Trikes, a treadmill, and a stationary bike that could be used by community agencies in supporting individuals with physical challenges. It was acknowledged that the SD69 District Parents Advisory Council (DPAC) was also raising funds to support the purchase of additional Dutch Tandem Tricycles. The request to the Committee was for the School District to provide space at no cost at Qualicum Commons to store and set up the equipment as well as providing regular use of the gymnasium. Superintendent Jory shared that while he supported the proposal, he was conscious of the pressures the District has for its facilities as well as the additional work it generates for District staff. It was also acknowledged that there is a need to maintain equity for all its tenants. It was supported that the proposal had enough merit to forward it to the Board for a discussion at its next regular public meeting.

3. PROJECT UPDATES

a. Oceanside Community Track

Trustee Elaine Young updated the Committee on the recent fundraising work of the Track Fundraising Committee to support the Track project. She shared that there will be a community dance at Knox United Church on Friday, November 25 which will include a live band, raffle and silent auction. Director of Operations, Phil Munro, shared that he has recently met with service providers in order to update the budget estimates and work required for a new track at Ballenas. Initial conversations suggest that there could be a different approach to move this project forward but it was still too early to tell. It was recognized that timelines of spring track events and the impact on staff schedules would need to be considered and more information would be brought forward at future meetings.

b. District Child Care Programs

Secretary Treasurer Ron Amos reviewed the current programs that were housed in School District facilities, indicating that of the 24 classrooms used for child care, 2 are run by the District, 2 by Oceanside BLT and the remaining 20 by various other for-profit service providers. He shared that, with the recent additional mandate of Childcare within the Ministry of Education, school districts were being asked to do more to support this initiative.

Assistant Secretary Treasurer Ryan Hung then provided an update of the two programs run by the School District, a Seamless Day program at Errington and an after school program at Oceanside. He shared that both programs were well supported and that parents were quite happy with them. It was also shared that there is an impact on Administrative staff as there is additional work required to process the applications, manage the parent subsidies and receive the monthly payments. He indicated that both programs are reporting a very positive experience. Families are very grateful and happy with the programs.

c. Facility Conditions

Secretary Treasurer Ron Amos introduced this item indicating that this information is being shared in order to support the broader discussions contained in the District's Facility Review dialogues. He shared that over the past 8 years the closed schools that have been operating as rental facilities have been operationally cost neutral with revenues from tenants able to cover operational costs such as custodial, utilities, insurance and as needed maintenance; however there are longer term costs that need to be addressed. Director of Operations Phil Munro then presented the Committee with photographs showing current conditions of the roof and air handler units that show the deficiencies of two facilities in particular. A schedule of costs was then shared that showed annual estimates of costs over the next 5 years of Qualicum Commons and French Creek Elementary. Since the information was being shared for review by the Committee, it would roll up to the broader discussion regarding the implications of holding on to these rental facilities. As requested the facility conditions presentation will be attached to the notes for information.

d. Prism Report - Condition Optimization

Secretary Treasurer Ron Amos shared that the Prism Engineering draft reports were being included for discussion as a result of the Climate Action work and the desire to find savings with district's energy costs. He directed the attention of the Committee to sections 1-3, and Appendix A of each report that focussed on the purpose of the work and included a summary of recommendations that came with each report. Director of Operations Phil Munro indicated the recommendations would be included in the annual planning of capital work with some funding coming from the Annual Facilities Grant as well as the Minor Capital Project requests, which includes requests for LED upgrades and HVAC system updates. The Committee supported the receiving of the reports at the next public board meeting. It was determined that the reports would be made available through the district website for public viewing.

4. ITEMS FOR DISCUSSION

a. Review of School District Fees and Rates

Secretary Treasurer Ron Amos referred to the summary of fees which was included in the agenda package. The summary showed current fees for room rentals, monthly rentals, bus pass fees and internal field trip charge rates and is a continuation of the discussion which started last spring that highlighted the impact of the escalating costs associated for these services. The comparators for room rentals included other school districts and other local facilities. The summary will be updated with other comparators for the other fees in order to continue with future discussions.

5. INFORMATION ITEM

a. Quarterly Financial Summary

Secretary Treasurer Ron Amos provided an update on the current financial conditions and presented the Quarter 1 financial summary. He highlighted that some restraints were put into effect prior to the year in order to cover the increased costs that were realized last fiscal year. The Committee was reminded that budget overruns occurred in Teacher Teaching on Call (TTOC) and substitute costs, supply and utility costs. It was requested that TTOC/Sub costs be included in the financial updates for future meetings.

b. Submission Summary – 2023/2024 Minor Capital

The minor capital submission document was included as information and a follow up to the preliminary September report on what would be included in the Minor Capital plan.

6. ITEMS FOR RECOMMENDATION TO THE BOARD

a. Receipt of the PRISM Reports

Recommendation:

THAT the Board of Education of School District 69 (Qualicum) receive the Reports by Prism Engineering from the facilities investigation, conducted at Oceanside Elementary, Qualicum Beach Elementary, Springwood Elementary, Ballenas Secondary and Kwalikum Secondary Schools as part of BC Hydro's Continuous Optimization for Commercial Buildings Program, as presented.

b. Fitness for All Proposal

Recommendation:

THAT the Board of Education of School District 69 (Qualicum) request staff to investigate further the costs associated with the Fitness for All Proposal by the Qualicum Community Education & Wellness Society.

7. FUTURE TOPICS

8. NEXT MEETING DATE:

Monday, November 14 at 10:30 via zoom

9. ADJOURNMENT



COMMERCIAL SITES

CAPITAL OUTLOOK

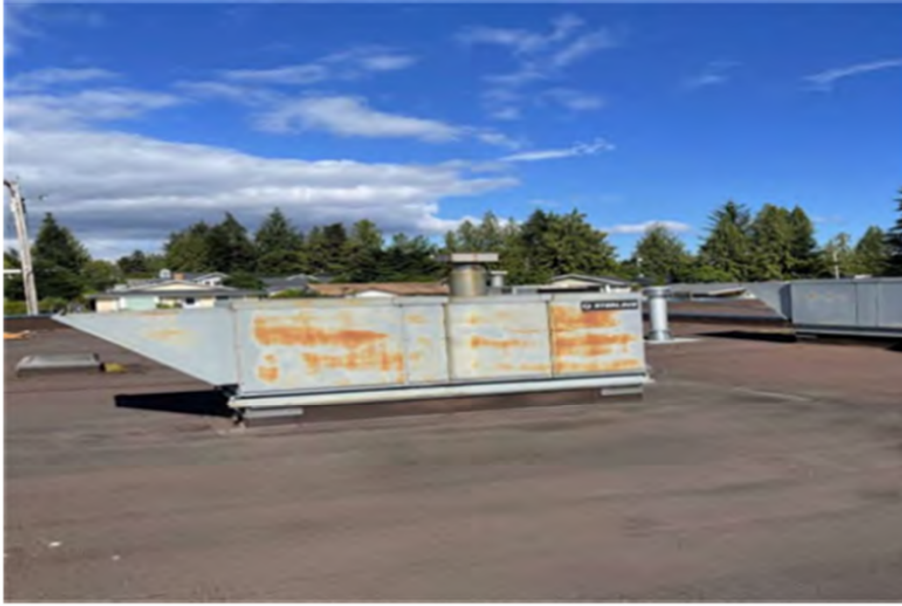
Qualicum Commons



This is an example of the extensive "tenting" occurring on the parapet walls. Tenting is where the adhesion of the flashing membrane is giving way and the membrane billows out eventually resulting in leaks. This is severe and as can be seen at the seam likely leaking.



Qualicum Commons



Insulated vent from HVAC to wall in poor condition.

Qualicum Commons



Failed blister over 8 feet long, one of many on this roof. A failed blister has allowed the air to escape, if the air escapes then water can also penetrate. Note also the extensive alligatoring up close. Lap seams are also close to giving way in many areas.



More blisters, debris, ponding areas.

Qualicum Commons Roof Replacement

Recommended Budget Summary by Task

School District 69 - Qualicum

Qualicum Commons

Building name	Task	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Qualicum Commons											
	Preventative Maintenance	\$20,000									
Roof 01	Replace Roof		\$189,000								
Roof 02	Replace Roof		\$109,836								
Roof 05	Replace Roof				\$10,211						
Roof 06	Replace Roof					\$394,470					
Roof 07 - Raised roof	Replace Roof				\$96,760						
Roof 08	Replace Roof			\$152,975							
Qualicum Commons Subtotal		\$20,000	\$298,836	\$152,975	\$106,971	\$394,470					
Annual Total		\$20,000	\$298,836	\$152,975	\$106,971	\$394,470					

French Creek



French Creek Roof Replacement

School District 69 - Qualicum

French creek

Building name	Task	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
French creek											
Building 1 Roof 1	Replace Roof	\$15,900									
Building 1 Roof 2 (upper)	Replace Roof	\$90,000									
Building 2 Roof 1 West End Lower	Replace Roof		\$12,600								
Building 2 Roof 2	Replace Roof	\$93,000									
Building 2 Roof 3	Replace Roof			\$46,080							
Building 2 Roof 4	Replace Roof		\$144,000								
Building 2 Roof 5	Replace Roof			\$24,000							
Building 2 Roof 6	Replace Roof	\$5,000									
Building 2 Roof 7 flat area NW of shingles	Replace Roof		\$18,200								
Shingled roofs	Replace Roof			\$43,200							
French creek Subtotal		\$203,900		\$113,280							
			\$174,800								
Annual Total		\$203,900		\$113,280							
			\$174,800								

Maintenance estimate \$5,000 annually due to the amount of debris from trees and the need for a lift and fall protection for steep slope shingles and gutters.

Other Commercial Site Capital Requirements

Qualicum Commons

- HVAC Upgrade ~\$1.7m - \$2.0m
- Emergency notification systems ~\$200k
 - *Fire alarm*
 - *Security alarm*
 - *Emergency lighting*

Craig Street Commons

- Boiler Upgrade ~\$175k
- Emergency notification systems ~\$200k
 - *Fire alarm*
 - *Security alarm*
 - *Emergency lighting*

French Creek

- Emergency notification systems ~\$200k
 - *Fire alarm*
 - *Security alarm*
 - *Emergency lighting*