



Qualicum School District
Finance & Operations Committee of the Whole Report
Tuesday, May 21, 2024
Via Video Conferencing
10:30 a.m.

Facilitator: Trustee Elaine Young

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

We would like to give thanks and acknowledge that the lands on which we work and learn are on the shared traditional territory of the Qualicum and Snaw-Naw-As (Nanoose) First Nations People.

2. PRESENTATIONS (10 MINUTES)

None

3. PROJECT UPDATES

a. Oceanside Community Track

Director of Operations Munro shared that there was now real progress on the track as the contractors were on site moving the DRC portables and now excavators were moving dirt and removing the old cinder surface. He spoke to the accessibility considerations that would be built for access from both ends of the track as well as blocks being installed for stabilization and seating on the Renz Road end. A sod turning event was scheduled for May 22 at 9:00, with access from the Renz Road parking lot.

b. False Bay School

Director of Operations Munro provided a brief update on the submission for this project and indicated that he was in discussions with the consultants in getting the report into the Ministry by the end of May. It was shared that with the anticipated Provincial election in the Fall, the Ministry wanted to fast track as many projects as possible in anticipation to the slowdown while a new Government was determined.

4. ITEMS FOR DISCUSSION

a. Facility Closures of Qualicum Commons and Craig Street Commons

Secretary Treasurer opened the discussion by referring to his briefing note that captured the background and details that had been shared on the rationale for this discussion.

As noted in the brief, the schools were closed for educational purposes in 2014 after extensive community engagement. Since that time, they have been available for community rental opportunities that have included childcare programs, independent schools, dance and movement programs, community support agencies, local business and regional recreational programs. It had been shared as recently as last month that, although the rental revenues cover most of the operating costs associated with running the facilities, there is no funding to support the capital needs for these buildings. While the Ministry funds Capital projects for educational facilities and schools, they do not fund operational, administrative or non-educational/closed sites; those costs have to be borne by local capital funds.

There was some discussion regarding the opportunities that could provide funding as well as the impact on the community if these facilities are lost for rental use.

The recommendation for discussion and a decision was supported to be forwarded to the May Regular Board Meeting.

5. INFORMATION ITEM(S)

a. Capital Plan Bylaw No. 2024/25 - CPD69-02 Letter (with addition of Ballenas Secondary HVAC)

Secretary Treasurer Amos shared that this letter is an amendment of the 2024/25 Minor Capital bylaw and now includes the addition for the BSS HVAC project that was just approved. This item will go forward to the Regular Board meeting for approval.

b. 2024/25 Major Childcare Capital Submission

Secretary Treasurer Amos spoke about a capital request that was recently submitted to the Ministry. The request is to have two childcare facilities to be located on the Winchelsea Learning Centre property in Parksville and on the Qualicum Beach Elementary property in Qualicum. If successful, these facilities could include childcare programs as well as early learning opportunities, such as preschool programs and outreach programs. It was discussed that this is just a preliminary request to the Ministry and that if the Ministry supports the plan then a more detailed proposal will follow and would include more extended conversations with partners in what these facilities could incorporate. It was indicated that the Board supported the submission previously and would need to ratify that decision at its May Board Meeting.

c. 2024/25 Annual Facility Grant Spending Plan

Director of Operations Munro spoke to the planning that goes into the development of the spending plan. Discussions with operations staff and facility administrators create the list of projects which are then prioritized in order of costs and timing associated with each. It was shared that with the Oceanside Track project going on at Ballenas this summer, some funds have been set aside to support additional work that may be required at that site. It was also shared that, due to the success and support for the Summer Works Program, a decision was made to have the program funded through the AFG this year as that line item was recently eliminated from the 2024/2025 Operating Budget due to budget shortfalls. The spending plan was supported to be presented to the Board at the May Regular Board Meeting.

d. 2023 Climate Change Accountability Report (CCAR)

Secretary Treasurer Amos presented the CCAR with a recommendation to bring it forward for receipt approval at the Regular Board Meeting and gave a brief presentation highlighting the recent trend in energy savings which directly translates to reduced GHG emissions. He indicated that although this is good news it will need a couple years to see if this continues. The data indicates that although there is a slight increase in paper and fleet fuel consumption, building emissions have declined significantly. It was shared that there are likely a few contributing factors to this decreased energy usage in the facilities such as change in how the HVAC units are managing the air flow, district awareness on the energy impact of open doors and windows, the solar arrays are now fully operational at all their locations, and there is better management of the DDC controls.

e. Accessibility Planning Committee

In the interest of time, this item was deferred until the June meeting.

6. ITEMS FOR RECOMMENDATION TO THE BOARD

- a. Capital Plan Bylaw No. 2024/25 – CPSDSD69-02
- b. Ratification of the 2024/25 Major Childcare Capital Submission
- c. 2024/25 Annual Facility Grant Spending Plan
- d. 2023 Climate Change Accountability Report

7. FUTURE TOPICS

- Accessibility Planning Committee
- Transportation Routing software
- International Student program
- Q4 Financial Summary

8. NEXT MEETING DATE:

Tuesday, June 17, 2024 at 10:30 via video conferencing